(01/26/1998)

CLASSIFIED BY NSICG F54M93K42
REASON: 1.4 (c)
DECLASSIFY ON: 10-08-2039
DATE: 10-08-2014

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~~SECRET~~

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE **Date:** 12/18/2009

To: Boston **Attn:** ASAC
JTTF SSA
JTTF Coordinator
Financial Manager
Third Party Draft Office

Counterterrorism **Attn:** NJTTF
[redacted] b6 b7C

From: Counterterrorism
Budget Coordination and Supply Unit, Room 4370 **Contact:** BA
[redacted]

Approved By: Heimbach Michael
North Tracy
[redacted] b6 b7C

Drafted By: [redacted]

Case ID #: (U) 319D-HQ-A1487519-CTD (Pending)

Title: (U) JOINT TERRORISM TASK FORCE
PROGRAM FIELD OPERATING BUDGET
FISCAL YEAR (FY) 2010

(U) **Synopsis:** ~~(S)~~ To provide the approved FY 2010 operating budget for the Joint Terrorism Task Force (JTTF).

(U) ~~(S)~~ ~~Derived From : G-3~~
~~Declassify On: X1~~

~~SECRET~~

MASS JTTF-709

~~SECRET~~

To: Boston From: Counterterrorism
Re: (U) 319D-HQ-A1487519-CTD, 12/18/2009

Details: (U) There are currently [redacted] JTTFs. Any request for new annexes should be submitted via separate EC, as outlined in the 05/27/2003 EC, Serial 553, to all field offices captioned " APPROVAL OF JTTF EXPANSION REQUESTS (ANNEXES); JTTF PROGRAM; NJTTF.

(~~S~~) JTTF field divisions are reminded that all JTTF program funding will be included in the current year FY 2010 appropriation, and **funding will be loaded as needed** into the [redacted] (S) account [redacted] and the [redacted] **JTTF Other Miscellaneous Services account** [redacted]. JTTFs should continue to seek reimbursement of authorized [redacted] expenses through their office's [redacted] b1 b7E [redacted] All JTTF budgeted [redacted] expenses should be charged (S) against the FY 2010 [redacted] account. All JTTF budgeted [redacted] expenses should be charged against the FY 2010 PJ other miscellaneous services, equipment and/or supply accounts. Field office JTTF expenditures are tracked on a monthly basis through the [redacted]. Field Office accounts that have significant reserves at the end of FY 2010 will be noted, and adjustments to the offices' FY 2011 budget request will be made.

(~~S~~) Additionally, [redacted] expenditures charged to the (S) [redacted] account are limited to a 319D (Administrative Matters/Other) classification only. Therefore, JTTFs should designate Draft Request forms (FD-794) and EC's concerning JTTF financial and administrative matters with a 319D file number. b1 b7E

(U) (~~S~~) The FY 2010 budgets for JTTFs are approved using certain standards that are applied to all JTTFs. Listed below are the line item standards utilized per budget categories:

VEHICLES -The National Lease program is in place and all funding for leased vehicles will remain at FBIHQ unless approval has been given to lease vehicles.

GAS & OIL - The National Lease program provides fuel cards, therefore funding is not provided to the field offices for this purpose. JTTF Coordinators are reminded that the monthly invoices are now available on the [redacted]. You are requested to review and approve the invoices monthly. Further questions can be directed b7E

~~SECRET~~

to [redacted] or [redacted] b6 b7C

PARKING - The number of [redacted] parking spaces funded and approved per task force is based on the number of [redacted] leased vehicles approved for full-time state and local officers. In addition, funding for [redacted] parking spaces for full-time JTTF members from other Federal government agencies was supported if requested. b7E

BLACKBERRY'S - Blackberry expenses will be paid at FBIHQ. Pagers will not be approved as the JTTF program can only support one form of communication. Additional blackberry's will be provided as new Task Force Officers arrive. Contact [redacted] with any questions. b6 b7C

PERSONAL SAFETY/PROTECTIVE ITEMS - Each task force full-time participant should have personal safety protective items (i.e., raid jackets, flash lights, etc.). These items are to be placed on the personal property of each JTTF member and returned upon completion of their JTTF assignment.

EQUIPMENT - All equipment requests that have been made will be addressed during the second quarter of the fiscal year on a **case by case basis** via NJTTF, [redacted] or [redacted].

SUPPLIES - At this time [redacted] supply funding is not being addressed. CTD BCSU anticipates revisiting this line-item later in the fiscal year. b6 b7C b7E

NATIONAL LEASE MISCELLANEOUS - This line-item is to be used for miscellaneous expenses associated with the National Lease such as accident expenses, tinting of windows and fees for [redacted] tags.

(~~S~~) The FY 2010 Boston JTTF budget is set forth below:

Item Description	Amount
(S) [redacted] OPERATING BUDGET [redacted]	
PARKING	[redacted]
MISCELLANEOUS	

b1 b7E

To: Boston From: Counterterrorism
Re: (U) 319D-HQ-A1487519-CTD, 12/18/2009

INTERNET SERVICE		
(S) OPERATING BUDGET (LOAD)		
BALANCE DUE		
STATE AND LOCAL OVERTIME (LOAD)		

b1
b7E

Item Description	Amount
OPERATING BUDGET	
PARKING	
BALANCE DUE	

(U) All JTTF programs have been budgeted for overtime reimbursement for full-time state/local participants on the JTTF. If additional funds are needed for state/local overtime an EC approved by the SAC must be submitted stating the requested amount and the reason for the request.

(U) The JTTF should only reimburse agencies for overtime paid to officers who work full-time in support of the JTTF up to a total of per officer in FY 2010. Additionally, reimbursement for any one month period shall not exceed per officer. b7E

(U) JTTFs should ensure that reimbursement agreements have been signed by the appropriate parties, and that reimbursement requests are submitted to the NJTTF on a quarterly basis.

(U) If you have further questions, please contact BA on or SBA on b6 b7C

To: Boston From: Counterterrorism
Re: (U) 319D-HQ-A1487519-CTD, 12/18/2009

LEAD(s):

Set Lead 1: (Info)

BOSTON
AT BOSTON, MA.

Read and clear.

Set Lead 2: (Info)

COUNTERTERRORISM
AT NATIONAL JOINT TERRORISM TASK FORCE (NJTTF)

Read and clear.

♦♦

DECLASSIFIED BY NSICG F64M93K42
ON 10-08-2014

(01/26/1998)

~~SECRET~~

FEDERAL BUREAU OF INVESTIGATION

Precedence: ROUTINE **Date:** 01/28/2011

To: Boston **Attn:** JTTF ASAC
JTTF SSA
JTTF Coordinator
Financial Manager
Third Party Draft Office

From: Counterterrorism
Budget Coordination and Supply Unit, HQ, Room 4370
National Joint Terrorism Task Force, [redacted] Room 1S-400 b7E
Contact: BA [redacted] BCSU, [redacted]
SSA [redacted], NJTTF, [redacted]

Approved By: Giacalone John

b6
b7C

Drafted By: [redacted]

Case ID #: (U) 319D-HQ-A1487519-CTD (Pending)
(U) 319T-HQ-A1487667-CTD (Pending)

Title: (U) JOINT TERRORISM TASK FORCE PROGRAM
FIELD OPERATING BUDGET
FISCAL YEAR (FY) 2011

(U) **Synopsis:** ~~(S)~~ To provide the approved FY 2011 operating budget for the Joint Terrorism Task Force (JTTF).

Details: (U) There are currently [redacted] JTTFs, composed of [redacted] Field Offices and [redacted] Resident Agency Annexes. Since 2001, the JTTF Program budget has not received an enhancement but has seen an increase in the number of JTTFs, task force officers (TFOs), and investigations. For the past several fiscal years, base funding b7E

Derived From: ~~FBINSISCG-20080301~~

~~SECRET~~

~~Declassify On:~~ 20360128

that would normally support the purchase of equipment, supplies and support the opening of new JTTF Annexes has been utilized to support the increased expense associated with the reimbursement of state and local overtime and the leasing of vehicles for TFOs. Therefore, until such time that the JTTF Program budget realizes an enhancement, the budget for equipment and supplies will be held in abeyance and determined on a case by case basis.

(U) ~~(S)~~ JTTF field divisions are reminded that all JTTF program funding for JTTF Operational expenses are in the Program/Sub-Program [redacted]. The [redacted] Program/Sub-Program is validated for both [redacted] expenses. Each Field Office should monitor their expenses to keep in line with their approved budget. b7E

(U) ~~(S)~~ The FY 2011 budgets for JTTFs are approved using certain standards that are applied to all JTTFs. Listed below are the line item standards utilized per budget categories:

VEHICLES - The National Lease program is in place and all funding for leased vehicles will remain at FBIHQ unless approval has been given to rent/lease vehicles. Reminder: leased vehicles are only authorized for state and local TFOs.

GAS & OIL - The National Lease program provides fuel cards, therefore funding is not provided to the field offices for this purpose. JTTF Coordinators are reminded that the monthly invoices are now available on the [redacted]. You are requested to review and approve the invoices monthly. Further questions can be directed to [redacted] b7E b6 b7C

PARKING - The number of [redacted] parking spaces funded and approved per task force is based on the number of [redacted] leased vehicles approved for full-time state and local officers. In addition, funding for [redacted] parking spaces for **full-time** JTTF members from other Federal government agencies is supported. Reminder: this [redacted] parking is for Federal agency vehicles provided by the other Federal agencies. b7E

BLACKBERRY'S - Blackberry expenses will be paid at FBIHQ. Pagers will not be approved as the JTTF program can only support one form

of communication. Additional Blackberry's will be provided when they become available. Please contact [redacted] with any questions. b6 b7C

PERSONAL SAFETY/PROTECTIVE ITEMS - Each task force full-time participant should have personal safety protective items (i.e., raid jackets, flash lights, etc.). These items are to be placed on the personal property of each JTTF member and returned upon completion of their JTTF assignment.

EQUIPMENT/SUPPLIES - Due to strict budget constraints, [redacted] b7E equipment and supplies are not being addressed at this time. CTD, BCSU and the NJTTF anticipate revisiting this line-item later in the fiscal year.

NATIONAL LEASE PROGRAM MISCELLANEOUS - This line-item is to be used for miscellaneous expenses associated with the National Lease such as accident expenses, tinting of windows and fees for [redacted] tags. b7E

(U) ~~(S)~~ The FY 2011 Boston JTTF budget is set forth below. The "Initial Load" reflected below was made at the beginning of FY 2011. The "Second Load" is what is currently being made available. The "Balance Due", if any, will be loaded as needed during the third quarter of FY 2011.

Item Description	Amount
OPERATING BUDGET (FJJO)	
[redacted] b7E	
[redacted] = $0	
Initial Load	
FY11 FJJO Enhancements to Date (JTTF Parking)	
Second Load	
Balance Due	
TOTAL FY 2011 OPERATING BUDGET	

Field Offices should be utilizing Program/Sub-Program [redacted] b7E for State and Local Overtime Reimbursements. The [redacted] Program/Sub-Program [redacted] is validated for Subject Object Class, 5-2590A. Reimbursement

To: Boston From: Counterterrorism
Re: (U) 319D-HQ-A1487519-CTD, 1/28/2011

of State and Local Overtime Expense are for Full-Time Task Force Officers (TFO's) only. The initial allotment provided to each field office is based on a three year average. If an enhancement is needed, please submit a request via e-mail to Program Managers [redacted] b6 b7C and [redacted] and Budget Analyst [redacted]

(U) The JTTF should only reimburse agencies for overtime paid to officers who work full-time in support of the JTTF up to a total of [redacted] per officer in FY 2011. Additionally, reimbursement for any one month period shall not exceed [redacted] b7E per officer.

(U) JTTFs should ensure that cost reimbursement agreements have been signed by the appropriate parties, and that reimbursement reports are submitted to the NJTTF on a quarterly basis.

(U) If you have questions regarding S/L Overtime authorizations to exceed the monthly limit, please contact IA [redacted] b6 b7C [redacted] on [redacted] or IA [redacted] on [redacted]

To: Boston From: Counterterrorism
Re: (U) 319D-HQ-A1487519-CTD, 1/28/2011

LEAD(s):

Set Lead 1: (Info)

BOSTON
AT BOSTON, MA.

(U) Read and clear.

♦♦

MASS JTTF-718