DEPARTMENT OF JUSTICE | OFFICE OF THE INSPECTOR GENERAL

September 5, 2023

Memorandum For: Hugh T. Clements, Jr.
Director
Office of Community Oriented Policing Services

Thomas Puerzer

From: Thomas O. Puerzer
Regional Audit Manager
Philadelphia Regional Audit Office

Subject: Action required on the Office of Community Oriented Policing Services Grants Awarded to the Camden County Police Department, New Jersey
Audit Report Number 22-009

The subject report was issued on November 18, 2021. This is a reminder that corrective action is overdue. We have not received your comments related to the status of the individual resolved recommendation which appears in Appendix 5 of the report. The overall status of the report remains resolved.

In accordance with Office of Management and Budget Circular A-50, Revised, and Department of Justice Order 2900.6A, titled "Audit Follow-up and Resolution Policy," audit reports can be closed only after adequate documentation has been submitted showing that all agreed-upon actions have been completed. Therefore, please provide us immediately your response concerning specific actions completed or alternative corrective actions proposed on the recommendation.

If you have any questions, please contact me at (b) (6) . Your cooperation is appreciated.

Attachment

cc:

Cory D. Randolph
Deputy Director
Grant Operations Directorate
Office of Community Oriented Policing Services

Marcia O. Jackson
Assistant Director
Grant Monitoring Division
Office of Community Oriented Policing Services

Louise Duhamel
Assistant Director
Audit Liaison Group
Internal Review and Evaluation Office
Justice Management Division

To: Grant Monitoring File

From: Francisco Bernal
Grants Management Specialist

Subject: Alabama-Coushatta Tribe of Texas/ TX399ZZ

Date: 2/1/2024 6:17:00 PM

I. Overview of EOBGR

On December 12, 2023, Grants Management Specialist Mr. Francisco Bernal conducted an Enhanced Office Based Grant Review (EOBGR) with the Alabama-Coushatta Tribe of Texas ("the Tribe").

The purposes of the EOBGR were to access compliance with the COPS grant awards regulations, terms, and conditions; review the Tribe's community policing efforts; and provide customer service and technical assistance.

During the EOBGR, the following COPS grant awards were reviewed: COPS Tribal Resources Grant Program Hire (TRGP-Hire) Award # 15JCOPS-21-GG-03293-INDI and COPS Tribal Resources Grant Program – Equipment and Training (TRGP-E/T) Award # 15JCOPS-21-GG-03380-INDI.

Mr. Bernal conducted an entrance interview with the following attendees: Chief of Police (b) (6) , Assistance Chief of Police (b) (6) and Senior Staff Accountant (b) (6) .

During this initial portion of the EOBGR, Mr. Bernal provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda. After opening remarks and introductions, Mr. Bernal discussed the Tribe's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Mr. Bernal was provided with supporting documentation, which demonstrated the Tribe's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired after receipt of receiving the TRGP-Hire and TRGP-E/T grant awards.

The Tribe requested funding under the TRGP-Hire Award #15JCOPS-21-GG-03293-INDI to hire one (1) new-hire full-time sworn career law enforcement officers. Under the TRGP-E/T Award #15JCOPS-21-GG-03380-INDI, the Tribe requested funding for travel, supplies and training.

The Alabama-Coushatta Police Department is deeply committed to the principle of Organizational Transformation within the framework of community policing. The organizational transformation of the Alabama-Coushatta Police Department begins with integration of community policing principles into their core documents. By embedding these principles in their foundational documents, they signal a clear organizational commitment to the community policing philosophy.

The performance review process at the Alabama-Coushatta Police Department goes beyond traditional metrics and includes a comprehensive assessment of an officer's proficiency in community policing. This ensures that officers are not only evaluated on standard law enforcement tasks, but also on their ability to engage with the community, build trust, and employ proactive problem-solving techniques.

The COPS funded officer engages in routine patrols within the community, actively observing and interacting with residents to establish a visible and approachable law enforcement presence.

He also takes the lead in organizing and coordinating community events, fostering a sense of camaraderie and trust between law enforcement and the community. He actively participates in community-generated events, engaging with attendees and demonstrating the department's commitment to community involvement and public safety.
Specializes in responding to and managing calls that involve the community, especially those of a sensitive nature, ensuring that incidents are handled with empathy, understanding, and professionalism.

Following that portion of the EOBGR, Mr. Francisco Bernal discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's grant awards.

The EOBGR concluded with an exit interview with the attendees. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 571 State Park Road 56 Livingston, TX, 77351

Title: Chief
Phone: (936) 563-1201
Fax: (936) 563-1202
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 571 State Park Road 56 Livingston, TX, 77351

Title: Chairman
Phone: (936) 563-1100
Fax: (936) 563-4924
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title: (b) (6)
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: of Police
Phone: (b) (6)

Site Visit Contact 2
Name: (b) (6) e

Title: Senior Staff Accountant
Phone: (b) (6)

Site Visit Contact 3
Name: (b) (6)

Title: Chief of Police
Phone: (b) (6)

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	14
Actual Staffing Level from Oldest Hiring Grant Application	16

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

COPS HIRING GRANT

ORI:	TX399ZZ	**GRANTEE NAME:**	Alabama-Coushatta Tribe of Texas
GRANT:	15JCOPS21GG03293INDI		
AWARD AMOUNT:	$508,215.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-11-01	**END DATE:**	2026-10-31

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

1 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Number of COPS-funded Positions Awarded:	1	FT	PT
Number of COPS-funded Positions Hired:	1	FT	PT
Number of COPS-funded Positions in Academy:		FT	PT
Number of COPS-funded Positions on Street:	1	FT	PT
Number of COPS-funded Positions Vacant:	0	FT	PT
Number of Locally-funded Positions Vacant:	0	FT	PT

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

July 6, 2022

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The new COPS hired officer ensures that local officers are equipped with the necessary skills and knowledge to engage effectively with the community.

Engages in routine patrols within the community, actively observing and interacting with residents to establish a visible and approachable law enforcement presence.
Takes the lead in organizing and coordinating community events, fostering a sense of camaraderie and trust between law enforcement and the community. He actively participates in community-generated events, engaging with attendees and demonstrating the department's commitment to community involvement and public safety.

Specializes in responding to and managing calls that involve the community, especially those of a sensitive nature, ensuring that incidents are handled with empathy, understanding, and professionalism.

Focuses on providing safety and security measures for the Head Start program, creating a secure environment for children, staff, and parents. These measures include overseeing the arrival and departure of students, as well as following the buses that transport the students to and from the school.

Grant Award Requirements:

TRGP-Hire Award # 15JCOPS-21-GG-03293-INDI was awarded to the Alabama-Coushatta Tribe of Texas, the ("the Tribe") in the amount of $508,215 in federal funds over a five-year/60-month award funding period for the approved entry-level salary and fringe benefits for one (1) new-hire full-time sworn career law enforcement officers. The allowable costs for which the Tribe's award has been approved are limited to those listed on the approved budget, which is included in the Tribe's award package. There is no local match requirement. The start date of this award is November 1, 2021, with an end date of October 31, 2026.

Comments:

During the EOBGR, a review was conducted of the Alabama-Coushatta Tribe of Texas, The staffing levels, salary and fringe benefits payments and the hire dates of the sworn staff hired under the above referenced grant program. Grants Management Specialist, Francisco Bernal conducted a 3.0 Community Policing

Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, the Department experienced two (2) local vacancies in FY 2021 and two (2) vacancies in FY 2022. On December 26,2023, documentation was provided demonstrating their recruiting efforts to fulfill the local vacancies. This issue has been resolved and remedied.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	TX399ZZ	**GRANTEE NAME:**	Alabama-Coushatta Tribe of Texas
GRANT:	15JCOPS21GG03380INDI		
AWARD AMOUNT:	$148,008.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-11-01	**END DATE:**	2024-10-31

Grant Award Requirements:

TRGP-E/T Award # 15JCOPS-21-GG-03380-INDI was awarded to the Tribe in the amount of $148,008 in federal funds under the 2021 COPS TRGP-E/T Award Program, which your Tribe applied for under the Coordinated Tribal Assistance Solicitation (CTAS) Purpose Area #1: Public Safety and Community Policing. The funding under this project is for the payment of approved costs to meet the most serious needs of law enforcement in tribal communities. The allowable costs for which the Tribe's award has been approved are limited to those listed on the approved budget, which is included in the Tribe's award package. There is no local match requirement. The start date of this award is November 1, 2021, with an end date of October 31, 2024.

Comments:

During the EOBGR, a review was performed of the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award. Francisco Bernal, Grants Management Specialist conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the documentation provided, a compliance issue for unallowable costs was identified in the amount of $4,251.73 for 3 Firearm Simulation Units w/Simulation ammunition. This cost was not approved and not allowable for this award. The agency was advised to remedy the violation by either, remitting repayment or performing an offset on their next drawdown.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed

budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 2/1/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Wayne McCall

Lead Program Specialist

Subject: ANADARKO SCHOOL DISTRICT I-20/ OK224ZZ

Date: 4/22/2024 1:01:00 PM

I. Overview of EOBGR

On Wednesday March 28, 2024, Grant Program Specialist Mr. McCall conducted an Enhanced Grant Review (EOBGR) with Anadarko School District I-20. The purpose of the EOBGR was to assess compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts and provide customer service and technical assistance. During the EOBGR, the following COPS grant awards was reviewed: (SXPP) Award #15JCOPS-23-GG-04611-SSIX.

Mr. McCall conducted an entrance interview with Superintendent (b) (6) During this initial portion of the EOBGR, Mr. McCall provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Mr. McCall discussed the Department's community policing efforts, particularly in relationship to the COPS grant award. During this portion of the EOBGR, (b) (6) was informed they could not provide any updates or feedback towards the award because the award had not been implemented. No purchases have been made nor any contracts written.

The EOBGR concluded with an exit interview with Superintendent (b) (6) A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 1400 S MISSION ST ANADARKO, OK, 73005

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 1400 S MISSION ST ANADARKO, OK, 73005

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Grant Administrator
Phone: (405) 247-6605

Site Visit Contact 2
Name: (b) (6)

Title: Administrator
Phone: (405) 247-6605

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	
Actual Staffing Level from Oldest Hiring Grant Application	the agency has not begun implementing the award

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	OK224ZZ	**GRANTEE NAME:**	ANADARKO SCHOOL DISTRICT I-20
GRANT:	15JCOPS23GG04611SSIX		
AWARD AMOUNT:	$500,000.00		
LOCAL MATCH:	$283,049.00		
SOURCE OF LOCAL MATCH (if applicable):	The local match requirement for this award is $283,049.00. However, the agency has not begun implementing the award.		
START DATE:	2023-10-01	**END DATE:**	2026-09-30

Grant Award Requirements:

SVPP Award #15JCOPS-23-GG-04611-SSIX was awarded to the Department in the amount of $500,00.00 in federal funds over a three-year/36-month award funding period to improve security at schools and on school grounds within your jurisdiction through evidence- based school safety programs. The allowable costs for which your Department's award has been approved are limited to those listed on the Financial Clearance Memorandum (FCM), which is included in your Department's award package. The local match requirement for this award is $283,049.00 The start date of this grant award is October 1, 2023, and end date is September 30, 2026.

Comments:

During the EOBGR, a review was requested of the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award. However, the agency has not begun implementing the award. Mr. Mccall was unable to conduct a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed

budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 4/22/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From:

Auditor

Subject: Anaheim, City of/ CA03001

Date: 1/30/2025 2:01:00 PM

I. Overview of Site Visit

On Tuesday, October 17, 2023, Auditor Funmi Okoli conducted a grant monitoring site visit with the City of Anaheim Police Department ("the Department").

The purpose of the site visit was to assess compliance with the COPS award regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following awards was reviewed: COPS Hiring Program (CHP) Award #15JCOPS-21-GG-03462-UHPX, CPD Awards #15JCOPS-21-GG-02330-SPPS, #15JCOPS-22-GG-04810-PPSE and LEMHWA Award #15JCOPS-22-GG-04112-LEMH.

At the time of the site visit, the Department had not begun implementing CPD Award #15JCOPS-22-GG-04810-PPSE.

Mrs. Okoli conducted an entrance interview with the following attendees: Lieutenant (b) (6) Lieutenant (b) (6) , Lieutenant (b) (6) , Sgt. (b) (6) , Staff Analyst (b) (6) and Admin Manager (b) (6)

During this initial portion of the site visit, Mrs. Okoli provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Okoli discussed the Department's community policing efforts. Mrs. Okoli was provided with supporting documentation detailing the community policing initiatives that focuses on reducing crimes and building community trust through positive interactions.

The City of Anaheim has over three hundred thousand residents, it's one the most visited cities in the nation because tourists visit the Anaheim Disneyland. The goal of the City of Anaheim Police Department (APD) is to bridge the gap between the community and the Department while working collaboratively with the community to reduce and prevent crime in the city. In 2012, there was disconnect between the Department and the community that led to protest of community members against the Department because of officer involved shootings. Since then, the Department has constantly made efforts to bridge the gap by working collaboratively with the community.

Prior to receiving the COPS Hiring Program (CHP) award, APD experienced critically low staffing due to attrition and COVID pandemic. Anaheim Disneyland was shut down during the pandemic, and the city experienced financial crisis. Due to the financial crisis, there was less funds allocated to the Department to hire needed officers. Also, because of the reduced staffing, patrol officers were assigned community policing activities, and the Department wanted to have officers dedicated to community policing activities, hence, the award application. Since receiving the CHP award, the Department has hired twenty (20) new officers that are currently in the academy and receiving training.

Based on the Department's goal to build trust in the community, APD created various outreach programs that allows the Department to interact and provide resources to the community including young adults and children.

APD started a Neighborhood Watch program to help and ensure neighborhood oversight by residents. The number of calls for service received from various neighborhoods was used to determine the need for the watch group. The Department has started sixty (60) Neighborhood Watch Groups that are currently functioning, and an officer is assigned to each group. The officer attends the watch group meetings and problems identified by residents in the neighborhoods are reported and discussed during the group meetings. Each assigned Neighborhood Watch officer work with the neighborhoods to choose leaders for the group who then oversees the problems and may request additional patrol and other assistance for the neighborhood.

APD started a Flashlight Watch program to support business owners in the city of Anaheim. The officers attend meetings with business owners to provide information relating to safety around the buildings where the businesses are located. The officers assist business owners by advising them to make environmental changes including adding security lights and cameras around their buildings to promote safety and discourage burglary and robberies.

APD partners with coffee and taco shops in the city of Anaheim to promote interaction with the community and hear their concerns. The Department announces a two-hour window that citizens can visit and talk with the officers at a coffee or taco shop. Community members that visit and talk with the officers within the 2-hour period receive tickets for free coffee or tacos. The Department partners with Starbucks for Coffee with COPS program.

To better serve the community, APD started numerous programs that includes COPS4kids, Police Cadet and Police Explorer programs. The programs allow the officers to interact with kids and youth in the city of Anaheim. Under the programs, the officers meet with kids in the program to teach them sports and life lessons with the goal of interacting with them. Events like the explorer competition allow kids to interact with the officers while having fun, staying out of gangs and not committing crime.

APD works with the Community Care Response Team (CCRT) to provide shelter and housing for homeless citizens. The Department request the care response

team clinicians to handle homeless related issues, therefore, when an officer comes across a homeless person that is unrelated to a law enforcement incident, the officer contacts the Care response team and the team encourages homeless citizens to stay off the streets and live in the city shelter to receive resources.

The Department provides toys, donuts, tickets for games to kids and young adults. The goal is to make them comfortable to talk with the officers and provide information relating to danger around their homes and neighborhoods.

In a subsequent discussion, Mrs. Okoli, discussed the financial, administrative, and programmatic review of the Department's award with the attendees, and reviewed the hiring documentation and award expenditures relating to the officers assigned to the award and award expenditures pertaining to the CPD and LEMHWA awards.

Following this portion, Lieutenant (b) (6) , Staff Analyst (b) (6) , and Admin Manager (b) (6) took Mrs. Okoli on community tour of the city of Anaheim and through hotspot areas of the city including the low-income neighborhoods noted for most of city's crimes. We visited the Iris and Guinida neighborhoods where APD officers conduct homeless outreach programs and inform homeless citizens of the resources available to them.

We visited a low-income neighborhood noted for crimes perpetrated around parked vehicle of residents. APD officers realized that most of the residents in the neighborhood park their vehicles on the street because the landlords were charging extra fee to use the garages attached to the houses. To help the residents, the Department sent out county approved letters to the landlords to stop charging their tenants extra fees to park vehicles in the garages attached to the house they live in. The effort has made the streets free of parked cars and criminal activities have moved from the streets, ultimately reducing crime in the neighborhood.

The Department supports Wakefield Mountain neighborhood which is also a low-income neighborhood. The Department's mobile resource center works with the neighborhood's 7th -9th grade children and provide tutoring and guidance.

Ponderosa Park is a new park within the city and the Department performs most of its outreach at the park. APD parks its cars and helicopters at the park during outreach and Department hosted events to attract citizens and interact with them.

The site visit concluded with an exit interview with Chief (b) (6) , Staff Analyst (b) (6) , and Admin Manager (b) (6) . A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 425 S. Harbor Boulevard Anaheim, CA, 92805

Title:
Phone: 714-765-1556
Fax: 714-765-1690
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 425 S. Harbor Boulevard Anaheim, CA, 92805

Title:
Phone: (714) 765-5019
Fax: 714-765-5164
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Admin Service Manager
Phone:

Site Visit Contact 2
Name: Lt. (b) (6)

Title:
Phone:

Site Visit Contact 3
Name: Cmdr. (b) (6)

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	392
Actual Staffing Level from Oldest Hiring Grant Application	378

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	CA03001	**GRANTEE NAME:**	Anaheim, City of
GRANT:	15JCOPS21GG03462UHPX		
AWARD AMOUNT:	$2,500,000.00		
LOCAL MATCH:	$7,128,415.81		
SOURCE OF LOCAL MATCH (if applicable):	General funds		
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

20 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Anaheim Police Department has hired the twenty (20) officers awarded to the Department under the 2021 CHP Award funding. The officers are currently at the academy, they will be assigned to community outreach unit to proactively impact crime and quality of life issues while focusing on servicing the sixteen (16) identified priority neighborhoods in Anaheim.

Total Number of COPS Funded Positions:	20	FT	PT
Total Number of COPS Positions Hired:	20	FT	PT
Total Number in academy:	20	FT	PT

Total Number on the Street:	0	FT	PT
Total Number of COPS Funded Positions Vacant:	0	FT	PT
Total Number of Local Vacant Positions	16	FT	PT

Dates Vacant Positions will be Filled: TBD Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☑ No

Primary activities of COPS-funded positions and/or redeployed officers:

The twenty (20) officers awarded to the Department under the 2021 CHP Award funding are currently at the academy, they will soon be deployed to the Department's community outreach unit to proactively impact crime and quality of life issues while focusing on servicing the sixteen (16) identified priority neighborhoods in Anaheim, thereby, fulfilling the Department's mission "To maintain a Safe Community to Live, Work, and Play".

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03462-UHPX was awarded to the Anaheim Police Department in the amount of $2,500,000 in federal funds over a three-year/36-month award funding period for the approved entry-level salary and fringe benefits for twenty (20) new-hire full-time sworn career law enforcement officer. The start date of this grant award is October 1, 2021, and the end date is September 30, 2026.

Comments:

During the monitoring site visit, a review was conducted of the Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. Based on the initial review of these documents, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the monitoring site visit, it was determined that the Department was in violation of the supplanting by early hire award condition. The Department filled one (1) award funded position with a locally funded officer. Officer (b) (6) was hired May 19, 2017, before the Department received the CHP award on October 1, 2021. On April 29, 2022, the Department assigned Officer (b) (6) from a locally funded position to award funded position. The compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, the Department experienced Reduction in force by four (4) positions in FY2021. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by local vacancies was identified. The Department experienced four (4) local vacancies in FY2022. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was also reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the monitoring site visit, it was determined that the Department was in violation of the supplanting by budget award condition. The Department backfilled three (3) vacant award funded position with a locally funded officer. In reviewing the Dates of Hire and Retention, DD-214 and Background Investigation Worksheet, and personnel hiring forms for the officers hired and assigned to the award, the following officer was deemed locally funded by the Department and were subsequently placed as backfill into the award-funded position: Officer (b) (6) , Officer (b) (6) ,

and Officer (b) (6) . A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - During the monitoring review, the COPS Office determined that the Department received reimbursement of award funds for unallowable salaries and fringe benefits. Based upon a review of the Department's award expenditures, a compliance issue of unallowable costs was determined in the amount of $1,625,925.12. The Department drew down award funds higher than the amount approved on the Financial Clearance Memo (FCM). According to the Department's FCM, 25.96% of project cost was approved as federal share and the Department's local match contribution was supposed to cover the 74.04% of the project cost. The Department charged 74.04% of expenditure to federal funds and drew down all award funds within 18-months of award implementation.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	CA03001	**GRANTEE NAME:**	Anaheim, City of
GRANT:	15JCOPS21GG02330SPPS		
AWARD AMOUNT:	$250,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

CPD Award #15JCOPS-21-GG-02330-SPPS was awarded to the Anaheim Police Department in the amount of $250,000 in federal funds over a two-year/24-month award funding period to support the creation of a second Psychiatric Emergency Response Team (PERT), Crisis Intervention team (CIT) training, community engagement efforts and performance monitoring. The start date of this grant award is September 1, 2021, and the end date is August 31, 2023.

Comments:

During the monitoring site visit, a review of the expenditures relating to the above referenced award was performed. Overtime rate, hours and amount paid to the officers assigned to staff Psychiatic Emergency Response Team (PERT) positions during Crisis Intervention training (CIT) of the Department's PERT officers was reviewed. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee’s approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner’s Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner’s Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	CA03001	**GRANTEE NAME:**	Anaheim, City of
GRANT:	15JCOPS22GG04112LEMH		
AWARD AMOUNT:	$175,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-09-01	**END DATE:**	2024-08-31

Grant Award Requirements:

LEMHWA Award #15JCOPS-22-GG-04112-LEMH was awarded to the Anaheim Police Department in the amount of $175,000 in federal funds over a two-year/24-month award funding period to offer an onsite clinician and provide additional training to peer support team. The start date of this grant award is September 1, 2022, and the end date is August 31, 2024.

Comments:

During the monitoring site visit, a review was conducted of the Department's award expenditures relating to onsite clinician salary and Peer Support Team training under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	CA03001	**GRANTEE NAME:**	Anaheim, City of
GRANT:	15JCOPS22GG04810PPSE		
AWARD AMOUNT:	$226,270.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-09-01	**END DATE:**	2024-08-31

Grant Award Requirements:

CPD Award #15JCOPS-22-GG-04810-PPSE was awarded to the Anaheim Police Department in the amount of $226,270 in federal funds over a two-year/24-month award funding period for De-escalation training for sworn career law enforcement officers. The start date of this grant award is September 1, 2022, and the end date is August 31, 2024

Comments:

At the time of the site visit, the Department had not begun implementing CPD Award #15JCOPS-22-GG-04810-PPSE. No review was performed on the award.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or

embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 1/30/2025.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Funmi Okoli
Auditor

Subject: ANCHORAGE, MUNICIPALITY OF (INC)/ AK196ZZ

Date: 8/7/2024 2:08:00 PM

I. Overview of Site Visit

On Thursday, July 11, and Friday, July 12, 2024, Auditor Funmi Okoli conducted a two-day grant monitoring site visit with the Anchorage Police Department ("the Department") and was accompanied by Grant Program Specialist Andrea Little.

The purpose of the site visit was to assess compliance with the COPS award regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following awards was reviewed: COPS Law Enforcement Mental Health and Wellness Act (LEMHWA) Award 15JCOPS-21-GG-02187-SLEM, Community Policing Development (CPD) Awards #15JCOPS-22-GG-04803-PPSE & 15JCOPS-22-GG-04042-PPSE, and Technology and Equipment Program (TEP) Awards #15JCOPS-23-GG-01923-TECP & #15JCOPS-23-GG-01924-TECP.

Mrs. Okoli conducted an entrance interview with the following attendees: Chief (b) (6) , Grant Manager (b) (6) , Captain (b) (6) , Clinician (b) (6) , Division Manager (b) (6) , Officer (b) (6) and CIT Professional (b) (6) called in.

During this initial portion of the site visit, Mrs. Okoli provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Okoli discussed the Department's community policing efforts. Mrs. Okoli was provided with supporting documentation detailing the community policing initiatives that focuses on combating substance abuse, drug use, substance overdose, and homelessness.

The City of Anchorage is plagued with sexual assault, significant homelessness, substance abuse, excessive alcohol consumption, drugs, and domestic violence. The city of Anchorage has become a hub for crime. Repeat offenders that are banished from remote villages in the state of Alaska are sent to the city of Anchorage, therefore causing an increasing number of homeless populations in the city. APD stated that there has been exceptionally high rate of domestic violence victims in the state and about 40% recidivism.

The Anchorage Police Department (APD) is working to combat homelessness, drug distribution, substance abuse and violence. To better focus on solving the problems identified, the Department created two teams that focuses on community policing. The Mobile Intervention Team (MIT) and Community Action Policing (CAP) team. APD utilized the funding received under the Crisis Intervention Training grant and other grants to hire six (6) clinicians that are accompanied by assigned officers and attends to calls for service with their assigned officers.

To ensure that the Department's officers are focusing on patrolling and solving crime, calls relating to mental health problems, drug and substance abuse including overdoses are handled by the MIT team. The team refers homeless people to shelters, ensure intoxicated people to taken to facility to sleep off the alcohol, get appropriate services for mental health patient and ensure people get the help and services they need. The team serve its community by taking individuals under influence to hospitals, connecting them with resources, getting homeless people access to mental health and medical services by assisting them in getting an ID card, primarily to decrease the utilization of patrol and other forms of fire services. Because the clinicians can better relate with people in crisis and have knowledge of caring for people under influence, the Department have seen a reduction in mental health transports by 50%.

To ensure the Department's officers are focused on patrol and enforcement, the CAP team officers are tasked with code enforcement, criminal abasement, conducting hotel and motel searches that are drug fronts and locating drug houses. To avoid the long-term investigation process it takes criminal justice to conduct a search on a drug house, the CAP team identifies a drug house and coordinate with other units that are more specialized to help investigate the case.

To ensure positive interaction with the community, APD's goal is to have a healthy mental wellbeing for all its employees, their spouse and especially the officers, the Department hired a counseling and consulting service to provide assessment of officer's mental wellbeing. Counselling, and classes are provided to ensure healthy and happy employees throughout the Department.

To adequately prepare the officers to assist and better interact with the community, APD provides de-escalation training to its officers. The goal is to have the officer trained for better policing and interaction with the community members.

APD partners with non-profit organizations to provide necessities to the community including food, clothing, backpacks etc. The Department's partners with Walmart for donations and shopping with kids. To connect with the community, APD organizes community events including shop with Cops, Close-line project; where officers arrange the cloths donated for locals, invite barbers for free haircut event, shop with Cops; where officers are paired with children and are provided $150 to shop, Coffee with Cops, Project Angel that provides treaty to children.

The Department partners with shelter homes for women and children, Salvation Army Emergency Shelter for families, CLEAR house for pregnant women. APD work with Alaska Warrior Project to connect veterans with mental health problems with benefit.

In a subsequent discussion, Mrs. Okoli, discussed the financial, administrative, and programmatic review of both TEP Awards, and LEMHWA Award.

Following this portion of the meeting, officer (b) (6) and Clinician (b) (6) took Mrs. Okoli on community drive tour of the city and 48th and Fairbanks where homeless people that refuse to go to shelter camp on the street with stolen cars. We visited South Anchorage where Emergency Center is located. (b) (6) (b) (6) describes the various services her MIT team provides to the community including ensuring victim of drug abuse are taken to hospitals, victim with suicide attempts, and gravely disabled people are hospitalized. During the tour, we stopped by an intoxicated man lying on the sidewalk of a busy traffic and the MIT team called Anchorage Safety Patrol to take him to Anchorage Rescue Mission to sleep off the intoxication.

On Friday, July 12, 2024, Auditor Funmi Okoli continued with day-2 of the monitoring site visit with Grant Manager (b) (6) and reviewed the award expenditures relating to the CPD awards, reviewed purchase orders and payment documentation and purchases under the CPD awards, LEMHWA and TEP awards.

The site visit concluded with an exit interview with Chief (b) (6) and Grant Manager (b) (6) A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 632 W 6TH AVE STE 530 ANCHORAGE, AK, 99501

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 632 W 6TH AVE STE 530 ANCHORAGE, AK, 99501

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Chief of Police
Phone: (907) 786-2629

Site Visit Contact 2
Name:

Title:
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	AK196ZZ	**GRANTEE NAME:**	ANCHORAGE, MUNICIPALITY OF (INC)
GRANT:	15JCOPS21GG02187SLEM		
AWARD AMOUNT:	$63,894.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

LEMHWA Award #15JCOPS-21-GG-02187-SLEM was awarded to the Anchorage Police Department in the amount of $124,854 in federal funds over a two-year (24-month) award-funding period to enhance and expand APD's Wellbeing Strategy. The start date of this award is September 1, 2021, with an end date extended to August 31, 2024.

Comments:

During the monitoring site visit, a review was performed of Department's invoices, purchase orders, and expenditures under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	AK196ZZ	**GRANTEE NAME:**	ANCHORAGE, MUNICIPALITY OF (INC)
GRANT:	15JCOPS22GG04042PPSE		
AWARD AMOUNT:	$350,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-09-01	**END DATE:**	2024-08-31

Grant Award Requirements:

CPD Award #15JCOPS-22-GG-04042-PPSE was awarded to the Anchorage Police Department in the amount of $350,000 in federal funds over a two-year (24-month) award-funding period to enhance the current Crisis Intervention Training model. The start date of the award is September 1, 2022, with an end date of August 31, 2024.

Comments:

During the monitoring site visit, a review was performed of the Department's invoices, purchase orders, and expenditures under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	AK196ZZ	**GRANTEE NAME:**	ANCHORAGE, MUNICIPALITY OF (INC)
GRANT:	15JCOPS22GG04803PPSE		
AWARD AMOUNT:	$250,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-09-01	**END DATE:**	2024-08-31

Grant Award Requirements:

CPD Award #15JCOPS-22-GG-04803-PPSE was awarded to the Anchorage Police Department in the amount of $250,000 in federal funds over a two-year (24-month) award-funding period to purchase Virtual Reality equipment and training system. The start date of this award is September 1, 2022, with an end date of August 31, 2024.

Comments:

During the monitoring review, a review was performed of Department's invoices, purchase orders, and expenditures under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	AK196ZZ	**GRANTEE NAME:**	ANCHORAGE, MUNICIPALITY OF (INC)
GRANT:	15JCOPS23GG01923TECP		
AWARD AMOUNT:	$1,740,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-12-29	**END DATE:**	2024-12-31

Grant Award Requirements:

TEP Award #15JCOPS-23-GG-01923-TECP was awarded to the Anchorage Police Department in the amount of $1,740,000 in federal funds over a two-year (24-month) award-funding period to provide funding for projects that improve police effectiveness. The start date of this award is December 29, 2022, with an end date of December 31, 2024.

Comments:

During the monitoring review, a review was performed of Department's invoices, purchase orders, and expenditures under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable,

consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	AK196ZZ	**GRANTEE NAME:**	ANCHORAGE, MUNICIPALITY OF (INC)
GRANT:	15JCOPS23GG01924TECP		
AWARD AMOUNT:	$250,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-12-29	**END DATE:**	2024-12-31

Grant Award Requirements:

TEP Award #15JCOPS-23-GG-01924-TECP was awarded to the Anchorage Police Department in the amount of $250,000 in federal funds over a two-year (24-month) award-funding period to provide funding for projects that improve police effectiveness. The start date of this award is December 29, 2022, with an end date of December 31, 2024.

Comments:

During the monitoring review, a review was performed of Department's invoices, purchase orders, and expenditures under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 8/7/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: LaToya Pickett-Bell
Management Analyst

Subject: AUSTIN INDEPENDENT SCHOOL DISTRICT (INC)/ TX588ZZ

Date: 6/26/2024 9:36:00 AM

I. Overview of Site Visit

On Wednesday, June 12, 2024, Management Analyst LaToya Pickett-Bell conducted a grant monitoring site visit with the Austin Independent School District ("the Agency").

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms, and conditions; review the Agency's school safety and community policing efforts; and provide customer service and technical assistance. The following awards were reviewed: CPD Award #15JCOPS-21-GG-02319-SPPS and SVPP Award #15JCOPS-22-GG-04325-SCAX

Mrs. Pickett-Bell conducted an entrance interview with the following attendees: Director (b) (6) ; Executive Director (b) (6) ; Grant Coordinator (b) (6) ; Director of Emergency Management (b) (6) ; Administrative Supervisor (b) (6) ; Assistant Superintendent of Finance (b) (6) (b) (6) ; Executive Assistant to the Chief of Police (b) (6) ; Sargeant (b) (6) ; Social Worker (b) (6) ; Director (b) (6) ; and Accountant (b) (6)

During this initial portion of the site visit, Mrs. Pickett-Bell provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Pickett-Bell discussed the Agency's school safety enhancements, training of sworn officers, and community engagement in providing critical help to persons in crisis.

The agency serves roughly 74K students and covers 235 square miles. In discussing the progress of their SVPP award, the agency was awarded funding to purchase a virtual reality training system and update all of their building/school maps to digital. The agency started the process of getting the virtual reality system set up and training will be completed by all sworn officers. They explained that they ultimately did not use the grant award funds to purchase the virtual reality system because they received another grant from the Office of the Governor to purchase said item.

Additionally, it was discussed that staff have been trained on Evidence-based Trust-Based Relational Intervention, which encourages staff to view students through a trauma lens, recognize underlying causes for a child's behavior, and give them specific proactive and reactive protocols to follow. All AISD police officers, including SROs, requires mental health crisis intervention training for all officers which is done every summer.

Further, the AISD Police monitors real-time social media posts made by students. The information syncs to a digital threat assessment system and alerts campus administration should a known threat be made such as suicide or homicide. The SROs at each school are responsible for monitoring social media and involve the Crisis Intervention Team when necessary such as mental health issues. Currently, SROs are assigned to the middle and high schools and they're working to deploy SROs at the elementary schools in the near future. Specifically, there are two (2) SROs assigned to the high schools and one (1) at every middle school.

The agency disseminates a survey via a system called RAVE which solicits feedback on topics such as school leadership, workplace climate, learning environment, safety, and teacher/student relationships, just to name a few. Based on the survey results, they present safety aspect results to the school safety committee every 2 months. Notably, they have an inclusivity team that supports teachers and principals in creating a safe and welcoming environment for socio and emotional learning.

With the digital mapping, it replaced the old PDF/print versions and CAD drawings that were long overdue for upgrading. In developing the digital maps, they coordinated with emergency responders and sourced company CRG to provide new and updated GIS mapping for all campuses and facilities within districts (124 facilities in total). They will soon deploy silent panic alarms on all district provided laptops, phones, and computers. The silent alarm works with the Wireless Access Point (WAP) to ping the precise location of the emergency. Additionally, they now have Stop the Bleed kits and Narcan identified on the GIS map that shows where they are physically stored.

Beginning in 2023, they started the procurement process with CRG to include site walks at each of the schools and it included the SROs. Once the site visits are complete, they then provide a set of proofs for revision and approval. To date, 58 campuses have been completed.

In enhancing school security, they partner with the Texas Department of Emergency Management, Hayes County, Travis County, Saint Edwards University, Department of Public Safety and Texas State University to develop robust measures to ensure that security parameters are met and improved upon based on changing environments. Specifically, they conduct risk assessments and vulnerability assessments every three (3) years.

In discussing their emergency preparedness, the agency conducts a minimum of 14 drills per year. Per state law, they are required to have at least one (1) fire drill per month, two (2) lockdowns per year and two (2) shelter-in-place drills for weather-related emergencies at each school.

Next, we discussed their Crisis Intervention program. The AISD police provides de-escalation and cultural bias training to officers on yearly basis. In partnership with the Licensed Mental Health Providers, AISD PD develops training videos and materials to be accessed by AISD officers via Police1, an online platform for police officer training, and they use the system to assign training assignments to ensure officers remain in compliance with state requirements.

The Crisis Intervention Team provides services and assessments to students and staff suffering with suicidal ideations and heightened risk levels and work closely with mental health agency Integral Care. The officers seeks to have minimal interaction with parents and children during times of crisis, as it creates a barrier and lack of opening up from the affected individual(s). Per state law, only two (2) people can place someone in the hospital which are police and judges. Integral Care provides after care follow up to persons (mental health resources, medications) and the AISD PD Mobile Crisis Outreach Team (MCOT) assesses to determine if the student need hospitalization.

When there is an occurrence of suicidal or homicidal ideation, there is a multi-disciplinarian team at each school that works collectively to provide resources. In the last year alone, the social worker handled 166 Crisis Intervention incidents while in total, the PD responded to over 600 incidents.

Moreover, for all IT equipment provided by the school to students, they utilize a program called Gaggle which monitors over 200 trigger words. The program alerts the school and police depending on the threat tier.

It was explained that a grant evaluation case study is currently underway and will be complete by the summer.

In a subsequent discussion, Mrs. Pickett-Bell, discussed the financial, administrative, and programmatic review of the agency's awards with (b) (6) (b) (6) At the time of the visit, Mrs. Pickett-Bell reviewed the invoices and purchase orders and accounting system for all award expenditures incurred.

In lieu of a community policing tour, LaToya Picket-Bell met with the following staff: Chief of Police (b) (6) , Lieutenant (b) (6) , Lieutenant (b) (6) (b) (6), Sargeant (b) (6) , where they provided a CIT presentation.

Chief (b) (6) stated that the formal CIT began in 2012 under his leadership. They currently have 6 CIT officers staffed. The CIT officers require certification prior to being assigned to the team that focuses on mental health, crisis intervention, and verbal de-escalation. Notably, all SROs are certified mental health officers, with the school district averaging four (4) suicides a year.

The state mandates a minimum of 82 hours of training for mental health; however, the PD exceeds this by requiring 104 hours. All officers are required to undergo mental health officer training on a yearly basis

The CIT team rates risk levels from 1 - 4 (types are either high risk suicidal, homicidal ideation, staff or other adult suicidal ideation). They also do a "no call, no show" checkup for staff that have not reported to work.

The PD also meet with district attorney's office, county attorney's office, and juvenile court on a yearly basis. Remarkably, they're the only school PD in the state that participated in the Capstone Program offered by Georgetown University.

When terroristic threats are made after hours, they automatically notify the school and encourage the parent to drop off the child to school the following day (depending on the threat). In discussing their prevention efforts, they provide post crisis follow up, case management, and diversion.

The site visit concluded with an exit interview with aforementioned attendees. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the agency in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: AUSTIN ISD AUSTIN, TX, 78704

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: AUSTIN ISD AUSTIN, TX, 78704

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Executive Director
Phone: (512) 414-3280

Site Visit Contact 2
Name: (b) (6)

Title: Chief of Police
Phone: (512) 281-2185

Site Visit Contact 3
Name: (b) (6)

Title: Superintendent
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	TX588ZZ	**GRANTEE NAME:**	AUSTIN INDEPENDENT SCHOOL DISTRICT (INC)
GRANT:	15JCOPS21GG02319SPPS		
AWARD AMOUNT:	$248,245.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

CPD Award #15JCOPS-21-GG-02319-SPPS was awarded to the Department in the amount of $248,245 in federal funds over a three-year (36-month) award period. CPD funds are used to develop the capacity of law enforcement to implement community policing strategies by providing guidance on promising practices through the development and testing of innovative strategies; building knowledge about effective practices and outcomes; and supporting new, creative approaches to preventing crime and promoting safe communities. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is September 1, 2021, with an end date of August 31, 2024.

Comments:

During the site visit, a review was performed of the Department's invoices, purchase orders and other financial related documentation related to the expenditures incurred under the award. Mrs. Pickett-Bell conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as “Other” in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the visit, it was not clearly discernable as to how the agency tracks officer overtime. As such, verification is needed regarding how the agency validates how overtime hours are reported and verified for sworn officers. They were further advised to provide financial reports that clearly documents the overtime being claimed under the award.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	TX588ZZ	**GRANTEE NAME:**	AUSTIN INDEPENDENT SCHOOL DISTRICT (INC)
GRANT:	15JCOPS22GG04325SCAX		
AWARD AMOUNT:	$493,666.00		
LOCAL MATCH:	$164,555.00		
SOURCE OF LOCAL MATCH (if applicable):	General Funds and the match requirement is $164,555.		
START DATE:	2022-10-01	**END DATE:**	2025-09-30

Grant Award Requirements:

SVPP Award #15JCOPS-22-GG-04325-SCAX was awarded to the Department in the amount of $493,666 in federal funds over a three-year/36-month grant funding period. The FY 2022 SVPP program provides funding directly to states, units of local government, Indian tribes, and its public agencies to improve security at schools and on school grounds in the jurisdiction of the grantee through evidence-based school safety programs. There is a local cash match requirement of $164,555. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is October 1, 2022, with an end date of September 30, 2025.

Comments:

During the site visit, a review was performed of the Department's invoices and purchase orders and other financial related documentation related to the expenditures incurred under the award. Mrs. Pickett-Bell conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - During the review, it was determined that the agency charged $139.96 in IDC. IDC was not approved under the award and as such, this expenditure is deemed unallowable. In reviewing the encompassing financial documentation and receipts, it was noted that the agency has $227,832.50 in unclaimed expenditures pending drawdown. Consequently, to remedy the unallowable costs for IDC, the agency was instructed to offset $139.96 from the impending drawdown. Please note that this issue will remain open until we receive documentation validating that the offset has occurred.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

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Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - The agency was asked to provide a copy of the purchase order for the security system upgrade in which the agency has reported as their local match contribution in the amount of $443,269.00.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

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Special Condition

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Other

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Comments:

Comment 1:
Approved by Marcia Jackson 6/26/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: LaToya Pickett-Bell
Management Analyst

Subject: AUSTIN INDEPENDENT SCHOOL DISTRICT (INC)/ TX588ZZ

Date: 6/26/2024 9:36:00 AM

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Mrs. Pickett-Bell conducted an entrance interview with the following attendees: Director (b) (6) ; Executive Director (b) (6) ; Grant Coordinator (b) (6) Director of Emergency Management (b) (6) ; Administrative Supervisor (b) (6) ; Assistant Superintendent of Finance (b) (6) (b) (6) Executive Assistant to the Chief of Police (b) (6) ; Sargeant (b) (6) ; Social Worker (b) (6) Director (b) (6) ; and Accountant (b) (6)

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Additionally, it was discussed that staff have been trained on Evidence-based Trust-Based Relational Intervention, which encourages staff to view students through a trauma lens, recognize underlying causes for a child's behavior, and give them specific proactive and reactive protocols to follow. All AISD police officers, including SROs, requires mental health crisis intervention training for all officers which is done every summer.

Further, the AISD Police monitors real-time social media posts made by students. The information syncs to a digital threat assessment system and alerts campus administration should a known threat be made such as suicide or homicide. The SROs at each school are responsible for monitoring social media and involve the Crisis Intervention Team when necessary such as mental health issues. Currently, SROs are assigned to the middle and high schools and they're working to deploy SROs at the elementary schools in the near future. Specifically, there are two (2) SROs assigned to the high schools and one (1) at every middle school.

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In discussing their emergency preparedness, the agency conducts a minimum of 14 drills per year. Per state law, they are required to have at least one (1) fire drill per month, two (2) lockdowns per year and two (2) shelter-in-place drills for weather-related emergencies at each school.

Next, we discussed their Crisis Intervention program. The AISD police provides de-escalation and cultural bias training to officers on yearly basis. In partnership with the Licensed Mental Health Providers, AISD PD develops training videos and materials to be accessed by AISD officers via Police1, an online platform for police officer training, and they use the system to assign training assignments to ensure officers remain in compliance with state requirements.

The Crisis Intervention Team provides services and assessments to students and staff suffering with suicidal ideations and heightened risk levels and work closely with mental health agency Integral Care. The officers seeks to have minimal interaction with parents and children during times of crisis, as it creates a barrier and lack of opening up from the affected individual(s). Per state law, only two (2) people can place someone in the hospital which are police and judges. Integral Care provides after care follow up to persons (mental health resources, medications) and the AISD PD Mobile Crisis Outreach Team (MCOT) assesses to determine if the student need hospitalization.

When there is an occurrence of suicidal or homicidal ideation, there is a multi-disciplinarian team at each school that works collectively to provide resources. In the last year alone, the social worker handled 166 Crisis Intervention incidents while in total, the PD responded to over 600 incidents.

Moreover, for all IT equipment provided by the school to students, they utilize a program called Gaggle which monitors over 200 trigger words. The program alerts the school and police depending on the threat tier.

It was explained that a grant evaluation case study is currently underway and will be complete by the summer.

In a subsequent discussion, Mrs. Pickett-Bell, discussed the financial, administrative, and programmatic review of the agency's awards with (b) (6) (b) (6) . At the time of the visit, Mrs. Pickett-Bell reviewed the invoices and purchase orders and accounting system for all award expenditures incurred.

In lieu of a community policing tour, LaToya Picket-Bell met with the following staff: Chief of Police (b) (6) , Lieutenant (b) (6) , Lieutenant (b) (6) (b) (6), Sargeant (b) (6) , where they provided a CIT presentation.

Chief (b) (6) stated that the formal CIT began in 2012 under his leadership. They currently have 6 CIT officers staffed. The CIT officers require certification prior to being assigned to the team that focuses on mental health, crisis intervention, and verbal de-escalation. Notably, all SROs are certified mental health officers, with the school district averaging four (4) suicides a year.

The state mandates a minimum of 82 hours of training for mental health; however, the PD exceeds this by requiring 104 hours. All officers are required to undergo mental health officer training on a yearly basis

The CIT team rates risk levels from 1 - 4 (types are either high risk suicidal, homicidal ideation, staff or other adult suicidal ideation). They also do a "no call, no show" checkup for staff that have not reported to work.

The PD also meet with district attorney's office, county attorney's office, and juvenile court on a yearly basis. Remarkably, they're the only school PD in the state that participated in the Capstone Program offered by Georgetown University.

When terroristic threats are made after hours, they automatically notify the school and encourage the parent to drop off the child to school the following day (depending on the threat). In discussing their prevention efforts, they provide post crisis follow up, case management, and diversion.

The site visit concluded with an exit interview with aforementioned attendees. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the agency in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: AUSTIN ISD AUSTIN, TX, 78704

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: AUSTIN ISD AUSTIN, TX, 78704

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Executive Director
Phone: (512) 414-3280

Site Visit Contact 2
Name: (b) (6)

Title: Chief of Police
Phone: (512) 281-2185

Site Visit Contact 3
Name: (b) (6)

Title: Superintendent
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	TX588ZZ	**GRANTEE NAME:**	AUSTIN INDEPENDENT SCHOOL DISTRICT (INC)
GRANT:	15JCOPS21GG02319SPPS		
AWARD AMOUNT:	$248,245.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

CPD Award #15JCOPS-21-GG-02319-SPPS was awarded to the Department in the amount of $248,245 in federal funds over a three-year (36-month) award period. CPD funds are used to develop the capacity of law enforcement to implement community policing strategies by providing guidance on promising practices through the development and testing of innovative strategies; building knowledge about effective practices and outcomes; and supporting new, creative approaches to preventing crime and promoting safe communities. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is September 1, 2021, with an end date of August 31, 2024.

Comments:

During the site visit, a review was performed of the Department's invoices, purchase orders and other financial related documentation related to the expenditures incurred under the award. Mrs. Pickett-Bell conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as “Other” in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the visit, it was not clearly discernable as to how the agency tracks officer overtime. As such, verification is needed regarding how the agency validates how overtime hours are reported and verified for sworn officers. They were further advised to provide financial reports that clearly documents the overtime being claimed under the award.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	TX588ZZ	**GRANTEE NAME:**	AUSTIN INDEPENDENT SCHOOL DISTRICT (INC)
GRANT:	15JCOPS22GG04325SCAX		
AWARD AMOUNT:	$493,666.00		
LOCAL MATCH:	$164,555.00		
SOURCE OF LOCAL MATCH (if applicable):	General Funds and the match requirement is $164,555.		
START DATE:	2022-10-01	**END DATE:**	2025-09-30

Grant Award Requirements:

SVPP Award #15JCOPS-22-GG-04325-SCAX was awarded to the Department in the amount of $493,666 in federal funds over a three-year/36-month grant funding period. The FY 2022 SVPP program provides funding directly to states, units of local government, Indian tribes, and its public agencies to improve security at schools and on school grounds in the jurisdiction of the grantee through evidence-based school safety programs. There is a local cash match requirement of $164,555. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is October 1, 2022, with an end date of September 30, 2025.

Comments:

During the site visit, a review was performed of the Department's invoices and purchase orders and other financial related documentation related to the expenditures incurred under the award. Mrs. Pickett-Bell conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - During the review, it was determined that the agency charged $139.96 in IDC. IDC was not approved under the award and as such, this expenditure is deemed unallowable. In reviewing the encompassing financial documentation and receipts, it was noted that the agency has $227,832.50 in unclaimed expenditures pending drawdown. Consequently, to remedy the unallowable costs for IDC, the agency was instructed to offset $139.96 from the impending drawdown. Please note that this issue will remain open until we receive documentation validating that the offset has occurred.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - The agency was asked to provide a copy of the purchase order for the security system upgrade in which the agency has reported as their local match contribution in the amount of $443,269.00.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 6/26/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Delka Gee

Lead Grant Program Specialist

Subject: BABOQUIVARI UNIFIED SCHOOL DISTRICT #40/ AZ139ZZ

Date: 6/3/2024 11:56:00 AM

I. Overview of EOBGR

On April 16, 2024, Lead Grant Program Specialist Ms. Gee conducted an Enhanced Office Based Grant Review (EOBGR) with the Baboquivari Unified School District ("the Department"). The purposes of the EOBGR were to assess compliance with the COPS grant award regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant award was reviewed: COPS School Violence Prevention Program (SVPP) Award #15JCOPS-23-GG-04516-SSIX.

Ms. Gee conducted an entrance interview with Superintendent (b) (6) Chief Financial Officer (b) (6) , Federal Grants Director (b) (6) , Technology Director (b) (6) and Board Member (b) (6) . During this initial portion of the EOBGR, Ms. Gee provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Gee discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Ms. Gee was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the SVPP grant awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

Although the Department is currently in the development phase of the program, it detailed its various community policing efforts, including various community meetings to inform the community of school upgrades, answer questions, and explain how the upgrades will address community concerns.

In a subsequent discussion, Ms. Gee discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's SVPP grant award. During the discussion, Ms. Gee reviewed the approved costs as the Department has not yet incurred any expenditures for the grant award.

The EOBGR concluded with an exit interview with Superintendent (b) (6) , Chief Financial Officer (b) (6) , Federal Grants Director (b) (6) , Technology Director (b) (6) , and Board Member (b) (6) . A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

The Department's record keeping appears to be accurate, there were not any compliance or administrative issues identified.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: P.O.BOX 248 SELLS, AZ, 85634

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: P.O.BOX 248 SELLS, AZ, 85634

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Board Member
Phone: (520) 719-1200

Site Visit Contact 2
Name: (b) (6)

Title: Technology Director
Phone: (520) 719-1200

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	AZ139ZZ	**GRANTEE NAME:**	BABOQUIVARI UNIFIED SCHOOL DISTRICT #40
GRANT:	15JCOPS23GG04516SSIX		
AWARD AMOUNT:	$442,881.00		
LOCAL MATCH:	$316,984.29		
SOURCE OF LOCAL MATCH (if applicable):	Impact aid funds and the match requirement is $357,866.		
START DATE:	2023-10-01	**END DATE:**	2026-09-30

Grant Award Requirements:

SVPP Award #15JCOPS-23-GG-04516-SSIX was awarded to Baboquivari Unified School District in the amount of $500,000 in federal funds over a three-year/36-month award funding period to improve security at schools and on school grounds.The allowable cost for which the agency's award has been approved are limited to those listed on the FCM, which is included in the agency's award package. The start date of this grant award is October 1, 2023, and the end date is to September 30, 2026.

Comments:

During the EOBGR, a review was performed of Department's activities, and other financial related documentation related to the expenditures incurred under the award. Ms. Gee conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia O. Jackson June 3, 2024.

Supervisor Approval:

Marcia Jackson

U.S. Department of Justice
Office of Community Oriented Policing Services

Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: Angel Mason
Grants Management Specialist

Subject: BAD RIVER BAND OF LAKE SUPERIOR CHIPPEWA INDIANS/ WI245ZZ

Date: 9/11/2024 1:27:00 PM

I. Overview of EOBGR

On June 13, 2024, Grant Management Specialist Mrs. Angel Mason conducted an Enhanced Office Based Grant Review (EOBGR) with the Bad River Tribal Council ("the Tribe").

The purposes of the EOBGR was to assess compliance with the COPS grant awards regulations, terms and conditions; review the Tribe's community policing efforts; and to provide customer service and technical assistance.

During the EOBGR, the following COPS grant award was reviewed: Tribal Resources Grant Hiring Program (TRGP-Hire) Award #15JCOPS-23-GG-02057-INDI and TRGP-E/T Award #15JCOPS-23-GG-02084-INDI. Mrs. Mason conducted an entrance interview with Grant Manager (b) (6) . and Financial Manager (b) (6) .

During this initial portion of the EOBGR, Mrs. Mason provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Mason discussed the Tribe's community policing strategies, particularly in relation to their policing efforts. Prior to the EOBGR, Mrs. Mason was provided with supporting documentation detailing their efforts in community policing. Since the Tribe did not have a functioning police force, they discussed how they were in the planning stages with the council on creating a police force starting with the COPS funded officers. Because they had not expended any of the award funds, I discussed their efforts for their future plans for growth.

In a subsequent discussion, Mrs. Mason discussed the financial, administrative, and programmatic review of the Department's award with the aforementioned persons. During this portion of the review, Mrs. Mason provided explanation that she was unable to provide an in-depth review for the Tribe's budget and award expenditures due to the department's failure to provide documentation due to the items not being provided because they had not yet hired or used any of the funds. At the time of this report, the Tribe had provided the requested documentation, however, it didn't matter because it was blank due to them not expending any of the award funds.

The EOBGR concluded with an exit interview with the aforementioned individuals. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the Tribe in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 72682 MAPLE ST ODANAH, WI, 54861

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 72682 MAPLE ST ODANAH, WI, 54861

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Records/Finance Specialist
Phone: (715) 682-7111

Site Visit Contact 2
Name: (b) (6)

Title: Tribal Chairman
Phone:

Site Visit Contact 3
Name: (b) (6)

Title: Tribal Planner
Phone: (b) (6)

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

COPS HIRING GRANT

ORI:	WI245ZZ	**GRANTEE NAME:**	BAD RIVER BAND OF LAKE SUPERIOR CHIPPEWA INDIANS
GRANT:	15JCOPS23GG02057INDI		
AWARD AMOUNT:	$596,343.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2023-10-01	**END DATE:**	2028-09-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

2 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Number of COPS-funded Positions Awarded:	2	FT	PT
Number of COPS-funded Positions Hired:	0	FT	PT
Number of COPS-funded Positions in Academy:	0	FT	PT
Number of COPS-funded Positions on Street:	0	FT	PT
Number of COPS-funded Positions Vacant:	2	FT	PT
Number of Locally-funded Positions Vacant:		FT	PT

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☑ No

Date(s) of hire:

No officers have been hired yet.

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

No activities reported due to force not yet established.

Grant Award Requirements:

CHP Award #15JCOPS-23-GG-02057-INDI was awarded to the Bad River Tribal Council ("the Tribe") in the amount of $596,343 in federal funds over a five-year/60-month award funding period for the approved entry-level salary and fringe benefits for one (2) new-hire full-time sworn career law enforcement officers. The allowable costs for which your Tribe's award has been approved are limited to those listed on the Financial Clearance Memorandum (FCM), which is included in your Tribe's award package. There is no local match requirement. The start date of this award is October 1, 2023, and the end date is to September 30, 2028.

Comments:

Compliance Review Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that

included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. In addition, a review of the award recipient's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted, demonstrating that active and timely steps were taken to backfill local vacancies. No compliance issues were identified.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - The Budgeted and Actual Strength chart had not been received at the time of the EOBGR but during the EOBGR the Tribe reported that they were utilizing outside resources and were planning on creating a policing department starting with the two officers they were awarded through the CHP Award with training through the TRGP-E/T award.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as “Other” in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - There were several obstacles related to the hiring of officers due to the Tribe’s inability to accommodate the higher salaries offered in the surrounding areas as well as other issues. At the time of the EOBGR, the Tribe indicated its intent to hire the officers to create the security needed for the boundaries affiliated within the Reservation that they oversee.

NON-HIRING GRANT

ORI:	WI245ZZ	**GRANTEE NAME:**	BAD RIVER BAND OF LAKE SUPERIOR CHIPPEWA INDIANS
GRANT:	15JCOPS23GG02084INDI		
AWARD AMOUNT:	$3,656.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2023-10-01	**END DATE:**	2026-09-30

Grant Award Requirements:

TRGP-E/T Award #15JCOPS-23-GG-02084-INDI was awarded to the Tribe in the amount of $3,656 in federal funds under the 2023 COPS TRGP-E/T Award Program, which your Tribe applied for under the Coordinated Tribal Assistance Solicitation (CTAS) Purpose Area #1: Public Safety and Community Policing. The funding under this project is for the payment of approved costs to meet the most serious needs of law enforcement in tribal communities. The allowable costs for which your Tribe's award has been approved are limited to those listed on the FCM, which is included in your Tribe's award package. There is no local match requirement. The start date of this award was October 1, 2023, and the proposed end date is September 30, 2026.

Comments:

During the EOBGR, a review was performed of the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award. Ms. Mason conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or

embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 9/11/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Warren Brooks
Auditor

Subject: Baltimore County Police Department/ MD00301

Date: 8/15/2024 3:47:00 PM

I. Overview of Site Visit

On July 2, 2024, Auditor Warren Brooks and Management Analyst LaToya Pickett-Bell conducted the site visit monitoring review with the Baltimore County Police Department ("the Department"). The purpose of the site visit was to assess compliance with the COPS awards regulations, terms and conditions; review the Department's community policing efforts; and to provide customer service and technical assistance. During the monitoring review, the following COPS grant awards were reviewed: COPS Hiring Program (CHP) Award #2020ULWX0065 and COPS Law Enforcement Mental Health and Wellness (LEMHWA) Award #15JCOPS-22-GG-04086-LEMH. Mr. Brooks conducted an entrance interview with Chief (b) (6)

. When discussing the revitalization and patrolling efforts, the officers discussed activity within their respective jurisdictions. Captain (b) (6) discussed the Foundry Row jurisdiction and how there are several initiatives taking place focused on building rapport with the community such as Coffee with a Cop and the summertime concert series. Security efforts in this area are minimal yet there is a strong police presence. Chief (b) (6) mentioned environmental issues in this area as well. Since the district is located along the subway line, there are transient related crimes taking place such as shoplifting, which is the major issue impacting this district. There are three officers assigned to electric bicycle patrol within the area. There is also a strong police community council here. Mrs. Pickett-Bell inquired as to whether patrolling was done on a daily basis. Captain (b) (6) indicated that while it is not performed daily, the patrol officers are part of the community policing. Captain (b) (6) also discussed the Franklin and Dundalk areas where there are 4 dedicated officers that engages in daily community outreach. This is also home to Tradepoint Atlantic, the largest multi-modal industrial tract on the eastern seaboard. The Francis Scott Key Bridge is located adjacent to this property which was the former home of Bethlehem Steel Company. Currently, Amazon and FedEx have large facilities at this location as well. Increased development brings increased traffic and employment which presents other challenges.

Captain (b) (6) discussed the quality of life and how traffic issues have increased since the Key Bridge collapse. Rerouting has forced 18-wheel tractor trailers to go through neighborhoods. There is now a holistic approach to fighting crimes in this area. The Department works with the community to resolve small issues before they escalate. Code enforcement violations are aided with the assistance of neighbors who will alert officers of these issues (ex. grass cutting mandates in place). Vacant lots present another challenge as there has been an increase in drug use and criminal activity.

Mrs. Pickett-Bell inquired about the Department is addressing the major crime issue(s). Chief (b) (6) stated that drug dealing, strip bars, and prostitution are problem areas. The Foundry Row area experiences prostitution and drug dealing, therefore the Department is working with its federal partners to address some of these problems. Owings Mills, Woodlawn, and Reisterstown are areas with a lot of drug activity (ex. fentanyl and heroine).The Department experiences issues with equity in employment. Colonel (b) (6) is in charge of operations, while Major (b) (6) oversees hiring. The Department believes in hiring from within the community. Major (b) (6) stated that the Department hosts hiring events across the county (covering 612 square miles and a population of 850,000) to various neighborhoods. The Department also has displays, conducts on-site testing (written and agility testing). These events attract persons interested in completing applications as well as those that may not have been aware or even considered employment with the police department. Traveling into the community to host these events removes barriers such as transportation to testing locations.

Colonel (b) (6) mentioned its citizens police academy in which 2024 marked its 36th year. Additionally, there is a Youth Leadership Academy for youth from ages 13-18 years old, which lasts one (1) week. Youth are asked what they would like to see with the Academy and the Department comes up with the program. Another initiative is the Pathfinders for Autism, which works to support and improve the lives of individuals with autism by providing resources, training, and activities in the community. Also, there is the National Faith & Blue Weekend that builds bridges and breaks down biases through activities amongst the Department and communities. (b) (6) , Chief of Staff, stated that the Department also partners with the Divine 9 (Greek-lettered organization). There is a monthly meeting that is held as well as hiring events for kids. There is also autism training that's conducted virtually. Major (b) (6) shared that there is a Divine 9 meeting group as part of additional community outreach. (b) (6) is the liaison between the group and (b) (6) precinct. This group has been in existence for four (4) years now. Seargeant (b) (6) spoke of the faith-based initiative in that chaplains are based within the communities. Each precinct has an assigned chaplain. Ms. Pickett-Bell asked if there were designated social workers in each precinct to which Seargeant Haddaway mentioned there is a social worker available 24 hours/7 days a week (for internal use). There is also a peer support group for 1st responders along with multiple clinical licensed social workers on duty and a clinician at the 911 call centers. Colonel (b) (6) stated that there are specialized units in all precincts. Colonel (b) (6) manages grant funding and the public safety cadet program. All 10 precincts have a community relations council, which meets on a monthly basis. National Night Out is done in every precinct. Also, there is the annual Badges for Bass program, where the Department will team up with middle and high school students for a day fishing trip. Major (b) (6) prefers the term "community engagement" rather than "community policing," since many in the community view policing as negative engagement. Each precinct now has three (3) patrol officers. Officers are not in their vehicles, but on the bicycles which make for a more friendly encounter with the community. Electric bicycles have been a great enforcement tool. Captain (b) (6) spoke of the SMART (Strategic Management and Alternative Response Tactics) Policing initiative which allows more police officers' time and resources to be spent on community engagement, improving patrol officers' working conditions, and improving officer response time to high-priority crimes. Virtual simulators are used for training and in demonstrations that the Department's partners have participated in such as members of the media, as well as politicians allowing them to experience the simulators and better understand the pressure and work of the Department. Regarding partnerships within the community, Captain (b) (6) spoke of the Department's involvement with religious programs. Captain (b) (6) mentioned the upcoming Family Fun Day that is geared towards the Hispanic population in the Foundry Row community. This relationship came about following a 911 complaint about the traffic and from there, after COVID, the Department began handing out meals to those in the community.Colonel (b) (6) mentioned the development of the Equitable Policing Work Group which examines policing practices and policies and makes recommendations for ensuring equitable policing within Baltimore

County. The Department collects traffic stop related data and provides to the Maryland Statistical Analysis Center. This work group meets monthly. There are SROs (school resource officers) at the high schools, middle schools, and on a rotational basis in the elementary schools. The Department recently hired a Community Engagement Liaison (3 months ago) and a Diversity, Equity, and Inclusion (DEI) person. Captain (b) (6) shared information about the Department's Peer Support Wellness Team that was started in 2019. The Department looked at the best practices from the Los Angeles Police Department and modeled its operations team and training from that department. All officers must go through 40 hours of CIT (Critical Incident Training). Additionally, there is stress management training. So far, there are 13 specialized officers that have been through both programs. The Department has chaplains on call that are used for more internal purposes (patrol officers). The books purchased through this award have been useful and integrated into the training programs. Mrs. Pickett-Bell asked about any survey responses received from patrol officers having received the training.Seargeant (b) (6) indicated that the Department is working on a formal survey to help develop the program.

After the discussion on community policing and mental health and wellness efforts of the Department, Mrs. Pickett-Bell, discussed the financial, administrative, and programmatic review of the Department's awards with Budget Management Director (b) (6) and Grants Management Supervisor (b) (6) . Following the discussion, Mr. Brooks and Mrs. Pickett-Bell accompanied Captain (b) (6) to the Tradepoint Atlantic/Dundalk area to see the revitalization efforts taking place in that area. The site visit and review concluded with an exit interview with Chief McCullough and key personnel. A summary of the site review was discussed, and notification was provided regarding the feedback letter to be sent within 45 days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 700 East Joppa Road Baltimore, MD, 21286

Title: Chief of Police
Phone: (410) 887-2200
Fax: (410) 887-4945
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 700 East Joppa Road Baltimore, MD, 21286

Title: County Administrator
Phone: (410) 887-2460
Fax: (410) 887-4945
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Grants Management Supervisor
Phone: (410) 887-5637

Site Visit Contact 2
Name: (b) (6)

Title: Budget Management Director
Phone: (410) 887-2217

Site Visit Contact 3
Name: (b) (6)

Title: Baltimore County Administrative Officer
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	1942
Actual Staffing Level from Oldest Hiring Grant Application	1902

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	MD00301	**GRANTEE NAME:**	Baltimore County Police Department
GRANT:	2020ULWX0065		
AWARD AMOUNT:	$1,250,000.00		
LOCAL MATCH:	$1,372,248.10		
SOURCE OF LOCAL MATCH (if applicable):	General Funds		
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

10 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Patrol Officers needed to address increasing calls for service in revitalized areas of the County.

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Patrol Officers needed to address increased calls for service in revitalized areas of the County.

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

There are several initiatives taking place in the Foundry Row area, focused on building rapport with the community such as Coffee with a Cop and the summertime concert series. Since this area is located along the subway line, there are transient related crimes taking place such as shoplifting, which is the major issue impacting this district.

The Department works with the community to resolve small issues before they escalate. Code enforcement violations are aided with the assistance of neighbors will alert officers of these issues (ex. grass cutting mandates in place). Vacant lots present another challenge as there has been an increase in drug use and

criminal activity.

The Foundry Row area experiences prostitution and drug dealing, therefore the Department is working with its federal partners to address some of these problems. Owings Mills, Woodlawn, and Reisterstown are areas with a lot of drug activity (ex. fentanyl and heroine). The Department has a working relationship with the state prosecutor.

Total Number of COPS Funded Positions:	10	FT	PT
Total Number of COPS Positions Hired:	10	FT	PT
Total Number in academy:		FT	PT
Total Number on the Street:	10	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions	245	FT	PT

Dates Vacant Positions will be Filled: TBD Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☑ No

Date(s) of hire:

See attached Dates of Hire Form

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Baltimore County is successfully revitalizing failed communities, specifically the Owings Mills area as well as Tradepoint Atlantic/Dundalk. Communities and businesses are flourishing, and the Department is experiencing a steady increase in calls for service that cannot be addressed with current manpower. The additional patrol officers posted in these areas will be able to respond to violent and non-violent crimes, traffic accidents, maintain order, as well as establishing a dedicated presence to the communities that will build trust and encourage citizen participation within the community.

Grant Award Requirements:

CHP Award #2020ULWX0065 was awarded to the Department in the amount of $1,250,000 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for ten (10) new-hire full-time sworn career law enforcement officers. The CHP award provides funding to law enforcement agencies to hire and/or rehire career law enforcement officers to increase their community policing capacity and crime prevention efforts. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $1,372,248. The start date of this award is July 1, 2020, and the end date was extended to June 30, 2024.

Comments:

During the monitoring review, Auditor Brooks and Managment Analyst LaToya Pickett-Bell reviewed the Department's budgeted and actual staffing levels and salaries and fringe benefits incurred for the sworn officers hired to fill these positions. At the time of the review, the Department had not provided the personnel action forms or the DD-214 documentation to complete the review. Auditor Warren Brooks conducted the Community Policing Review while Management Analyst LaToya Pickett-Bell briefed the Department on financial portion of the review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, we identified a compliance issue with supplanting by local vacancies. The Department experienced twenty-eight (28) local vacancies in FY 2019, twenty-four (24) in FY 2020, one hundred nine (109) in FY 2021, one hundred sixteen (116) in FY 2022, one hundred seventy-eight (178) in FY 2023, and two hundred forty-five (245) in FY 2024.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was also reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon our review of the award payment history, quarterly federal financial reports, and the Department's financial documentation, to include detailed budgetary spreadsheets, it was determined that the Department was in violation of the nonsupplanting requirement, as the Department assigned ineligible officers to the award. Consequently, a compliance issue for unallowable costs (salaries and fringe benefits) was identified in the amount of $140,553.04.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Dates of Hire and Retention Chart and the Department's award expenditures, the Department assigned officers to the award on January 4, 2021. The Department would have fulfilled the required thirty-six (36) month retention period for seven (7) positions as of January 3, 2024. In addressing this issue, the Department must provide documentation (i.e. payroll records, time and attendance records and a copy of the general ledger) confirming their continued employment as a locally-funded officer(s) during the required 12-month retention period following the 36-months of award implementation that ended on January 3, 2024.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on our review of the Dates of Hire and Retention Worksheet, Officer (b) (6) was assigned to the award on 1/4/2021 and vacated the position on 2/23/2024. The 36-month retention period was complete on 1/4/2024. The Department retained Officer (b) (6) 2.17 months beyond the 36-month retention period. Therefore, the salary and fringe benefits in the amount of $5,225.10 paid to Office (b) (6) from 1/4/2024 through 2/24/24 (to include medicare expense of $26.83 paid in PP18 for Officer (b) (6) after (b) (6 vacated the position) are deemed unallowable costs for the CHP award and must be repaid to the COPS Office.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - The Department did not provide the following documentation necessary in order to assess for compliance during the site visit: 1. A copy of the general ledger accounting for the grant award expenditures detailing the total costs for salaries and fringe benefits for officers assigned to the CHP award. 2. Records of the local cash match contribution made under the CHP Award. 3. Personnel Action Forms for the officers that were hired and assigned to the award (with personally identifiable information redacted)

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the

terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	MD00301	**GRANTEE NAME:**	Baltimore County Police Department
GRANT:	15JCOPS22GG04086LEMH		
AWARD AMOUNT:	$160,138.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-09-01	**END DATE:**	2024-08-31

Grant Award Requirements:

LEMHWA Award #15JCOPS-22-GG-04086-LEMH was awarded to the Department in the amount of $160,138 in federal funds over a two-year (24-month) award period. LEMHWA funds are used to improve the delivery of and access to mental health and wellness services for law enforcement through the implementation of peer support, training, family resources, suicide prevention, and other promising practices for wellness programs. The allowable costs for which your Department's award has been approved are limited to those listed on the approved budget, which is included in your Department's award package. There is no local match requirement for this award. The start date of this grant award is September 1, 2022, with an end date of August 31, 2024.

Comments:

During the site visit, Management Analyst LaToya Pickett-Bell and Auditor Warren Brooks conducted a review of the receipts, paid purchase orders, and/or paid invoices reflecting payment for all costs (equipment, books, training materials) incurred under the award.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable,

consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - The Department did not provide the following documentation necessary in order to assess for compliance during the actual site visit: 1. A copy of the general ledger accounting for the grant award expenditures incurred under the LEMHWA award.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Supervisor Approval:

LaToya Pickett-Bell

U.S. Department of Justice
Office of Community Oriented Policing Services
COPS
Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: Latoya Pickett-Bell
Management Analyst

Subject: Baltimore Police Department/ MDBPD00

Date: 5/28/2024 2:10:00 PM

I. Overview of Site Visit

On Tuesday, May 14, 2024, Management Analyst LaToya Pickett-Bell and Auditor Warren Brooks conducted a grant monitoring site visit with the Baltimore Police Department ("the Department").

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following awards were reviewed: COPS Hiring Program (CHP) Award #2020ULWX0002; COPS Technology and Equipment Program (TEP) Awards #15JCOPS-22-GG-01505-TECP and #15JCOPS-23-GG-01837-TECP; and COPS Community Policing Development (CPD) Awards #15JCOPS-22-GG-04775-PPSE and #15JCOPS-23-GG-01995-PPSE.

Mrs. Pickett-Bell conducted an entrance interview with the following attendees: Deputy (b) (6) Director (b) (6) Lieutenant (b) (6) Grants Manager (b) (6) and Fiscal Administrator (b) (6) .

During this initial portion of the site visit, Mrs. Pickett-Bell provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Pickett-Bell discussed the Department's community policing and violent crime reduction efforts specifically addressing their efforts to build trust within their city. Mrs. Pickett-Bell was apprised of their initiatives to address these issues particularly with the help of many federal, state, and local agencies as well as businesses and non-profit stakeholders.

The City of Baltimore has roughly 600K residents and the Department's sworn force is approximately 2K officers. The structure of the Department is that four (4) Deputy Commissioners from the different departments reports to the Police Commissioner.
The Department's Anti-Crime Section (ACS) consists of 128 task force officers from the federal, state, and local level. The ACS participates in reviews of violent crimes. Additionally, the task force officers report to the field offices as part of HIDTA.
In speaking of their organizational transformation, the Department explained that Commissioner (b) (6) created a Community Policing Section. As of 2020, they were required to establish a community policing plan and because they are under a consent decree, they are currently working to develop a community policing policy. Further, the Police Commissioners Memo decree was created on April 21, 2024. With the consent decree, all officers are required to complete an 8-hour training on community policing on a yearly basis.

The Department has nine (9) districts with each having designated Neighborhood Coordination Officers (NCOs). The NCOs participate in community events and are expected to be fully present and active within their district to develop relationships with citizens and business owners. Moreover, officers' community outreach efforts are reported in weekly reports.

Some of the major violent crime issues impacting the City of Baltimore are armed robberies, car jackings, and shootings. It was explained that they utilize the SARA model to address all issues. In targeting violent crimes, at the Mayor's appeal, they established what is called the Mayor Zones. This consists of five (5) zones in which officers have a targeted approach to focus on these high crime areas. Through this effort, they engage city services and community stakeholders to bring back safety and a sense of community. Within the Community Policing Section, they have a Group Violence Reduction Strategy Outreach section that is another targeted approach for addressing major crimes such as robberies, gangs, and retaliatory offenses.

The Department also provides witness relocation assistance for high-risk individuals and victims of crime. Designated personnel, typically civilian staff, will respond to crime scenes and incidents and offer such services when it has been deemed they meet the specific criteria to warrant relocation. An example of such is when testifying against a large criminal organization or violent individual(s). They found that victims of crimes require critical assistance from a non-law enforcement officer by deploying civilian assistance from the Victim Services Unit. And for non-fatal incidents, they have a hospital response team that responds to such incidents. However, they do have 311, which is for non-emergency calls such as housing issues.

They also deployed a million-dollar vehicle to track offenders by use of technology in which the offender's phones can provide critical data when it has been used in the commission of the crime.

At the time of the visit, the Department explained that their budget was reduced immediately after they applied for the CHP award and are still experiencing retention issues. As such, they have not begun implementing the CHP award as of the date of the site visit.

Under the 2022 TEP award, the Department requested funding to purchase technology to advance their Records Management System and Early Intervention System (EIS). They have since purchased wireless access points that are currently being deployed throughout the district. With the help of award funding, the EIS Project Manager was onboarded eight (8) months ago. At present, the EIS' Phase 1 has completed user acceptance. Phase 2 kickoff meeting will occur on May

20, 2024. Further, they purchased a high violability platform that will be implemented over the summer.

With the 2023 TEP award, the procurement of the license plate readers (LPR) is in the planning phase. They explained that they received multiple federal awards for LPRs and must do a targeted approach to deploy one technology at a time.

Under the de-escalation award, they are currently developing a new classroom at their gun range for their Ti Training simulator. The training room consists of three (3) screens and they heavily focus on tactical de-escalation. The system they purchased integrates with most types of weapons such as tasers, batons, flashlights, and guns. Further, the system also has a behavioral crisis component embedded into it. Their former simulator system was used for the citizens police academy, grand jury, and civilian groups. With the current system, which was deployed in December 2023, the state attorney's office has since participated in a simulation as well as the Police Activities League. Having such stakeholders participate in the trainings allows them the opportunity to experience first-hand reactionary responses with in an environment that requires prompt and critical responses. Speaking of tactical training, the Department has a committee that reviews Use of Force referrals. In August, they plan to have all officers undergo the Ti training.

The Department has robust partnerships at the federal, state, and local levels. Specifically, they partner with the Department of Juvenile Services, Health Department, Volunteer Chaplain program, and faith-based organizations to curtail violent crimes, improve mental health awareness, and enhance community.

Every Thursday, the Department meets with the City Administrator which is a cohort of staff from the Department of Housing, Public Works, Department of Health and several other agencies. Another partner is the Greater Bay Brook Alliance. This alliance, and in following the consent decree, is part of the neighborhood policing programs where they work directly with communities on matters they deem as public safety issues. They also partner with the North Avenue Fulton Merchants, which is an informal merchant association, to bring awareness to safety concerns, reduce blight, and promote preventative measures to reduce the chances of becoming victims of crime.

In a subsequent discussion, Mrs. Pickett-Bell, discussed the financial, administrative, and programmatic review of the Department's awards with Grants Manager (b) (6) and Fiscal Administrator (b) (6) . At the time of the visit, the Department had not expended award funds from any of the active awards. Precisely, they only implemented the 2022 TEP award and 2022 CPD awards.

The site visit concluded with an exit interview with Grants Manager (b) (6) and Fiscal Administrator (b) (6) A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 242 West 29th Street Baltimore, MD, 21211

Title: Commissioner
Phone: (410) 396-2020
Fax: (410) 396-2145
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 242 West 29th Street Baltimore, MD, 21211

Title: Mayor
Phone: (410) 396-2607
Fax: (410) 396-2145
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title:
Phone (b) (6)
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Commissioner
Phone:

Site Visit Contact 2
Name: (b) (6)

Title:
Phone: (410) 396-2442

Site Visit Contact 3
Name: (b) (6)

Title: Grants Manager
Phone: (443) 829-0575

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	2650
Actual Staffing Level from Oldest Hiring Grant Application	2422

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI: MDBPD00 **GRANTEE NAME:** Baltimore Police Department

GRANT: 2020ULWX0002

AWARD AMOUNT: $2,830,272.00

LOCAL MATCH: $0.00

SOURCE OF LOCAL MATCH (if applicable): N/A

START DATE: 2020-07-01 **END DATE:** 2023-06-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

10 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Trust

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Trust

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

At the time of the visit, the Department had not begun implementing the award. However, the Department is actively increasing their community policing efforts to curtail violent crime and increase better collaboration with the community. Specifically, since the receipt of the CHP award, the Department has created a Community Policing Section.

Total Number of COPS Funded Positions: 10 FT PT

Total Number of COPS Positions Hired:		FT	PT
Total Number in academy:		FT	PT
Total Number on the Street:		FT	PT
Total Number of COPS Funded Positions Vacant:	10	FT	PT
Total Number of Local Vacant Positions	13	FT	PT

Dates Vacant Positions will be Filled: unknown Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☐ No

Date(s) of hire:

N/A

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

At the time of the visit, the award had not been implemented.

Grant Award Requirements:

CHP Award #2020ULWX0002 was awarded to the Department in the amount of $2,830,272 in federal funds over a three-year (36 month) award funding period for the approved entry-level salary and fringe benefits for ten (10) new-hire full-time sworn career law enforcement officers. There is no local cash match requirement. The allowable costs for which the agency's award has been approved are limited to those listed on the Financial Clearance Memo (FCM), which is included in the agency's award package. The start date of this grant award is July 1, 2020, and the end date was extended to June 30, 2024.

Comments:

As part of the review, Management Analyst LaToya Pickett-Bell conducted a 3.0 Community Policing Review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - It was determined that the Department experienced a RIF during the award implementation as as follows: 18 RIFs in FY 2020 and 34 in FY 2023.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - It was determined that the Department experienced local vacancies during the course of the award implementation as follows: 175 vacancies in FY 19; 212 in FY 20; 249 in FY 21; 393 in FY 22; 527 in FY 23; and 606 in FY 24.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained in the site visit notification letter that was issued to the Department, the agency must provide: • A completed community policing narrative (See the attached Community Policing Narrative document); • Documents detailing the sworn budgeted and actual sworn staffing levels for FY 2019, FY 2020, FY 2021, FY 2022, FY 2023, and the current fiscal year (See the attached Budgeted and Actual Strength Level Chart); and, • Expenditures related to the awards should clearly identify a COPS specific cost code in the Department's accounting system and should be further supported in the general ledger. Please provide the accounting code for each grant award.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the site visit, it was determined that the Department was currently delinquent with its 3/31/2024 PR.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Due to the delay in implementing the award, the Department was encouraged to submit a no-cost extension for CHP Award #2020ULWX0002 prior to the award end date of June 30, 2024.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	MDBPD00	**GRANTEE NAME:**	Baltimore Police Department
GRANT:	15JCOPS22GG01505TECP		
AWARD AMOUNT:	$2,000,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-03-15	**END DATE:**	2024-03-31

Grant Award Requirements:

TEP Award #15JCOPS-22-GG-01505-TECP was awarded to the Department in the amount of $2,000,000 in federal funds over a two-year (24 month) grant funding period. The FY 2022 COPS Office Technology and Equipment Program (TEP) Invitational Solicitation is an invitation-only grant program designed to develop and acquire effective equipment, technologies, and interoperable communications that assist in responding to and preventing crime. There is no local cash match requirement. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is March 15, 2022, with an end date of March 31, 2024.

Comments:

During the site visit, Management Analyst LaToya Pickett-Bell was unable to conduct a review of the invoices, purchase orders and payment of the items procured under the
award. Mrs. Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained in the site visit notification letter that was issued to the Department, the agency must provide: • A one-page progress narrative of the TEP and CPD awards to include successes, obstacles, and addressing any changes from the original applications. Also, include a projected timeline to complete grant award implementation; • Expenditures related to the awards should clearly identify a COPS specific cost code in the Department's accounting system and should be further supported in the general ledger. Please provide the accounting code for each grant award; • Please provide documentation that may include receipts, paid purchase orders and/or paid invoices reflecting payment for all: procurement contracts; travel/training (including names of attendees, dates of training, type of training received, and locations where training occurred); equipment; technology; supplies; and any other costs that were incurred through the CPD and TEP awards. Such expenditures should also be supported on the general ledger; and, • Property inventory records for equipment procured.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the site visit, it was determined that the Department was currently delinquent in the following reports: 8/30/2023 and 3/31/2024 PR.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	MDBPD00	**GRANTEE NAME:**	Baltimore Police Department
GRANT:	15JCOPS22GG04775PPSE		
AWARD AMOUNT:	$199,900.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-09-01	**END DATE:**	2024-08-31

Grant Award Requirements:

CPD Award #15JCOPS-22-GG-04775-PPSE was awarded to the Department in the amount of $199,900 in federal funds over a two-year (24 month) award-funding period CPD funds are used to develop the capacity of law enforcement to implement community policing strategies by providing guidance on promising practices through the development and testing of innovative strategies; building knowledge about effective practices and outcomes; and supporting new, creative approaches to preventing crime and promoting safe communities. There is no local cash match requirement. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is September 1, 2022, with an end date of August 31, 2024.

Comments:

During the site visit, Management Analyst LaToya Pickett-Bell was unable to conduct a review of the invoices, purchase orders and payment of the items procured under the
award. Mrs. Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained in the site visit notification letter that was issued to the Department, the agency must provide: • A one-page progress narrative of the TEP and CPD awards to include successes, obstacles, and addressing any changes from the original applications. Also, include a projected timeline to complete grant award implementation; • Expenditures related to the awards should clearly identify a COPS specific cost code in the Department's accounting system and should be further supported in the general ledger. Please provide the accounting code for each grant award; • Please provide documentation that may include receipts, paid purchase orders and/or paid invoices reflecting payment for all: procurement contracts; travel/training (including names of attendees, dates of training, type of training received, and locations where training occurred); equipment; technology; supplies; and any other costs that were incurred through the CPD and TEP awards. Such expenditures should also be supported on the general ledger; and, • Property inventory records for equipment procured.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the site visit, it was determined that the Department was currently delinquent in the following reports: 3/31/2024 PR.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	MDBPD00	**GRANTEE NAME:**	Baltimore Police Department
GRANT:	15JCOPS23GG01837TECP		
AWARD AMOUNT:	$1,300,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-12-29	**END DATE:**	2024-12-31

Grant Award Requirements:

TEP Award #15JCOPS-23-GG-01837-TECP was awarded to the Department in the amount of $1,300,000 in federal funds over a two-year (24 month) grant funding period. There is no local cash match requirement. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is December 29, 2022, with an end date of December 31, 2024.

Comments:

At the time of the site visit, the Department had not begun implementing the award. Mrs. Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained in the site visit notification letter that was issued to the Department, the agency must provide: • A one-page progress narrative of the TEP and CPD awards to include successes, obstacles, and addressing any changes from the original applications. Also, include a projected timeline to complete grant award implementation; and, • Expenditures related to the awards should clearly identify a COPS specific cost code in the Department's accounting system and should be further supported in the general ledger. Please provide the accounting code for each grant award.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the site visit, it was determined that the Department was currently delinquent in the following reports: 3/31/2024 PR.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	MDBPD00	**GRANTEE NAME:**	Baltimore Police Department
GRANT:	15JCOPS23GG01995PPSE		
AWARD AMOUNT:	$126,440.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2023-10-01	**END DATE:**	2024-09-30

Grant Award Requirements:

CPD Award #15JCOPS-23-GG-01995-PPSE was awarded to the Department in the amount of $126,440 in federal funds over a one-year (12 month) award-funding period CPD funds are used to develop the capacity of law enforcement to implement community policing strategies by providing guidance on promising practices through the development and testing of innovative strategies; building knowledge about effective practices and outcomes; and supporting new, creative approaches to preventing crime and promoting safe communities. There is no local cash match requirement. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is September 1, 2023, with an end date of September 30, 2024.

Comments:

At the time of the visit, the Department had not begun implementing the award. Mrs. Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained in the site visit notification letter that was issued to the Department, the agency must provide: • A one-page progress narrative of the TEP and CPD awards to include successes, obstacles, and addressing any changes from the original applications. Also, include a projected timeline to complete grant award implementation; • Expenditures related to the awards should clearly identify a COPS specific cost code in the Department's accounting system and should be further supported in the general ledger. Please provide the accounting code for each grant award;

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the site visit, it was determined that the Department was currently delinquent in the following reports: 3/31/2024 PR.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia O. Jackson 5/28/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Ricquel Reynolds
Auditor

Subject: Battle Creek, City of/ MI13237

Date: 11/26/2024 10:13:00 AM

I. Overview of Site Visit

On September 26, 2024, Auditor Ricquel Reynolds conducted a site visit with the City of Battle Creek Police Department ("the Department"). Ms. Reynolds was joined by Assistant Director Marcia Jackson. The purposes of the site visit were to access compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the site visit, the following COPS grant awards were reviewed: COPS Hiring Program (CHP) Awards #2020UMWX0395 and #15JCOPS-21-GG-03456-UHPX.

Ms. Reynolds conducted an entrance interview with the following Department personnel: Chief (b) (6) , Deputy Chief (b) (6) , Grants Administrator (b) (6) , and Assistant Revenue Services Director (b) (6) . During this initial portion of the site visit, Ms. Reynolds provided a brief history of the COPS Office, explained the purpose and overview of the site visit and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Reynolds discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the site visit, Ms. Reynolds was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP grant awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The Battle Creek Police Department restructured its investigative division to house the COPS unit and community services division, allowing officers to work closely with community partners. This created a sergeant and lieutenant position to oversee COPS unit operations. The agency partners with resources like Summit Pointe Community Mental Health provider, local shelters, schools, and churches to assist community members in crisis, homelessness, and building trust. This has become a standard practice, utilizing resources such as grants and community mental health providers in daily operations.

The Department has established a new tenant position for the community services division, which enables officers to concentrate on eight (8) neighborhoods within the city. This has led to a more uniform method of problem-solving. The COPS program is intended to address community issues by concentrating on specific neighborhoods, enabling officers to attend neighborhood meetings and address community issues.

The COPS officers are assigned to Neighborhood Planning Councils, which enable them to establish connections with community stakeholders, businesses, and institutions. The primary issue is crime; however, the officers can also resolve basic tasks such as parking or trash cans, thereby reducing the number of service calls and concentrating on violent crime.

The officers are provided with formal problem-solving training, which encompasses a minimum of six modules available on the Fusion Center website. Additionally, they participate in background investigations and recruitment events. The Fusion Center is the primary instrument for addressing issues, and the officers collaborate with code compliance and Fusion Center partners to identify the areas where problems can be resolved.

One instance of a problem-solving strategy is attending to a property in Urbandale where a police officer directly addressed a plethora of issues discovered. Calls for service have decreased as a result of this strategy, which has also enhanced community service generally.

Together with a group of churchgoers, the officers cleaned up an apartment complex in the vicinity that was the main source of service requests because of nearby violence and the presence of large neighboring cars. In order to decrease service calls, they also collaborated with the apartment complex to upgrade the lighting and cameras. Additionally, the officers held educational meetings to address camera systems and site surveys and invited additional managers of apartment complexes to participate.

Organizing an event that supplied school supplies and backpacks to families was one of the major achievements. The apartment complex hosted the event, which allowed local businesses to take part in activities and job fairs. The occasion was successful because it gave families a chance to interact with the children in a positive setting.

Through these efforts, the officers and the community has made substantial progress in resolving concerns regarding property management and mental health. The officers have been able to enhance the lives of those impacted by these issues by concentrating on positive interactions and collaborating.

The COPS officers engage with several communities one in particular, Silver Star community. This community is comprised of 175 veterans, with a median age of 45. The engagement of their youth officers, particularly Officer (b) (6) , who has been addressing issues, such as drugs and prostitution in the Silver Star community. Officer (b) (6) was brought in through the academy, which was the first to be established since the pandemic.

The COPS officers also engage with The Arbors community. Officer (b) (6) has enhanced the community by addressing issues such as break-ins, police interactions, and negative behavior. Additionally, (b) (6) has assisted residents in securing employment, provided backpacks for children, and directly addressed their

concerns. (b) (6) has also assisted in the resolution of lease violations and the numerous issues that have been resolved in the community. Due to the beneficial effects of the communities direct, hands-on interaction with the Battle Creek Police Department, has resulted in a reduction in crime and incidents. The community's reputation has been transformed from one of disrepute to one of respectability because of the partnership. A housing incentive program aimed at attracting and retaining teachers and administrators at local schools has led to an increase in rentals in the community, indicating a positive environment.

In a subsequent discussion, Ms. Ricquel Reynolds discussed the financial, administrative, and programmatic review of the Department's awards with Chief (b) (6), Deputy Chief (b) (6), Grants Administrator (b) (6), Assistant Revenue Services Director (b) (6). During this portion, Ms. Reynolds reviewed the hiring documentation and award expenditures incurred for the officers assigned to the CHP award.

Following the discussion, Ms. Reynolds and Mrs. Jackson participated in a community tour with Lieutenant (b) (6), visiting numerous community target areas. The community tour included visiting a Community Career Fair in which they were able to speak with Battle Creek Police Department interns, junior officers, and recruiters about their community engagement activities. The tour also involved touring the Silver Star and The Arbor community, where they were able to view the installed camera areas and the upgraded renovations, such as painted entry doors and rooftops in the community.

The site visit concluded with an exit interview with Chief (b) (6), Deputy Chief (b) (6), Grants Administrator (b) (6), Assistant Revenue Services Director (b) (6), and Lieutenant (b) (6). A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 34 North Division Street Battle Creek, MI, 49014

Title: Chief
Phone: (269) 966-3375
Fax: (269) 962-0102
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 34 North Division Street Battle Creek, MI, 49014

Title: City Manager
Phone: (269) 966-3355
Fax: (269) 966-6654
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Grants Administrator
Phone: (269) 966-3355

Site Visit Contact 2
Name: (b) (6)

Title: Assistant Revenue Services Director
Phone: (269) 966-3336

Site Visit Contact 3
Name: (b) (6)

Title: Deputy Chief
Phone: (269) 962-0432

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	109
Actual Staffing Level from Oldest Hiring Grant Application	109

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	MI13237	**GRANTEE NAME:**	Battle Creek, City of
GRANT:	15JCOPS21GG03456UHPX		
AWARD AMOUNT:	$500,000.00		
LOCAL MATCH:	$585,392.15		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

4 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department has increased its police officers in its patrol unit by four (4) for patrol officers to work building and sustaining relationships throughout the BCPD jurisdiction. COPS officers assigned to specific neighborhoods develop relationships with community stakeholders and partners. COPS officers utilized flexibility in schedules to enhance responsiveness to criminal activity and quality of life issues. Measurement and evaluation data obtained through the assessment of statistics and anecdotal data related to quality of life.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	4	FT	PT
Total Number of COPS Positions Hired:	4	FT	PT

Total Number in academy:		FT	PT
Total Number on the Street:	4	FT	PT
Total Number of COPS Funded Positions Vacant:	0	FT	PT
Total Number of Local Vacant Positions	11	FT	PT

Dates Vacant Positions will be Filled: January 2025 Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☑ No

Date(s) of hire:

Please see attached hire and retention worksheet attached. the personnel/Hire documentation provided by the Department states that Officer (b) (6) was hired on July 5, 2023 and was locally-funded at the time of hire. The Dates of Hiring and Termination, Background Investigation, and DD -214 Worksheet provided by your Department states that the officer was assigned as a backfill on the CHP award on March 17, 2024.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

COPS-funded officers spend time interacting with community members to establish trust and rapport. This involves attending community relations events, conducting informal conversations with residents, and fostering positive, respectful engagements during routine calls for service. These officers work collaboratively with community members to identify and address issues affecting public safety and quality of life.

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03456-UHPX was awarded to the Department in the amount of $500,000. The funding under this project is for the payment of three years (36 months) of approved full-time entry-level salaries and fringe benefits during the five-year (60 months) period of performance for four (4) new-hire full-time sworn career law enforcement officers. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $585,392.00. The start date of this award is October 1, 2021, with an end date of September 30, 2026.

Comments:

During the site visit, Auditor Ricquel Reynolds conducted a review of the Department's budgeted and actual staffing levels, hiring of the sworn officer positions and the salaries and fringe benefits incurred.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Chart, a compliance issue for supplanting by reduction in force was identified. The Department experienced a reduction in force by three (3) positions in FY2023.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Chart, a compliance issue for supplanting for failure to fill local vacancies;4 vacancies in FY2019; 9 vacancies in FY2020; 17 vacancies in FY2021; 11 vacancies in FY2022; 10 vacancies in FY2023; and 11 vacancies in FY2024.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was also reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Personnel/Hire documentation and Dates of Hiring and Termination, Background Investigation, and DD -214 Worksheets provided by the Department, the COPS Office identified one (1) officer assigned to COPS Hiring award #15JCOPS-21-GG-03456-UHPX who was hired July 5,2023 and was not assigned to the CHP award until March 17, 2024.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI:	MI13237	**GRANTEE NAME:**	Battle Creek, City of
GRANT:	2020UMWX0395		
AWARD AMOUNT:	$500,000.00		
LOCAL MATCH:	$606,756.98		
SOURCE OF LOCAL MATCH (if applicable):	The local match requirement is to be paid from general funds.		
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

4 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department has increased its police officers in its patrol unit by four (4) for patrol officers to work building and sustaining relationships throughout the BCPD jurisdiction. COPS officers assigned to specific neighborhoods develop relationships with community stakeholders and partners. COPS officers utilized flexibility in schedules to enhance responsiveness to criminal activity and quality of life issues. Measurement and evaluation data obtained through the assessment of statistics and anecdotal data related to quality of life.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	4	FT	PT
Total Number of COPS Positions Hired:	4	FT	PT

Total Number in academy:		FT	PT
Total Number on the Street:	4	FT	PT
Total Number of COPS Funded Positions Vacant:	0	FT	PT
Total Number of Local Vacant Positions	11	FT	PT

Dates Vacant Positions will be Filled: January 2025 Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☑ No

Date(s) of hire:

Please see attached hire and retention worksheet attached. The Personnel/Hire documentation provided by the Department states that Officer (b) (6) was hired on July 12, 2023, and was locally-funded at the time of hire. The Dates of Hiring and Termination, Background Investigation, and DD -214 Worksheet provided by your Department states that the officer was assigned as a backfill on the CHP award on February 18, 2024.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

COPS-funded officers spend time interacting with community members to establish trust and rapport. This involves attending community relations events, conducting informal conversations with residents, and fostering positive, respectful engagements during routine calls for service. These officers work collaboratively with community members to identify and address issues affecting public safety and quality of life. Officers engage in proactive crime prevention by conducting routine preventative neighborhood patrols based on crime statistics.

Grant Award Requirements:

CHP Award #2020UMWX0395 was awarded to the Department in the amount of $500,000 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for four (4) new-hire full-time sworn career law enforcement officers. The
CHP award provides funding to law enforcement agencies to hire and/or rehire career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $606,757. The start date of this award is July 1, 2020, and the end date was extended to June 30, 2025.

Comments:

During the site visit, Auditor Ricquel Reynolds conducted a review of the Department's budgeted and actual staffing levels, hiring of the sworn officer positions and the salaries and fringe benefits incurred.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Chart, a compliance issue for supplanting by reduction in force was identified. The Department experienced a reduction in force by three (3) positions in FY2023.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Chart, a compliance issue for supplanting for failure to fill local vacancies;4 vacancies in FY2019; 9 vacancies in FY2020; 17 vacancies in FY2021; 11 vacancies in FY2022; 10 vacancies in FY2023; and 11 vacancies in FY2024.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was also reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Personnel/Hire documentation and Dates of Hiring and Termination, Background Investigation, and DD -214 Worksheet provided by the Department; the COPS Office identified one (1) officer assigned to COPS Hiring award #2020UMWX0395 who was hired July 12, 2023, and was not assigned to the CHP award until February 18, 2024.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 11/26/24.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Frank Adededji

Auditor

Subject: BAYONNE, CITY OF/ NJ214ZZ

Date: 7/24/2024 3:01:00 PM

I. Overview of Site Visit

On Thursday, June 20, 2024, Auditor Frank Adededji conducted a grant monitoring site visit with the City of Bayonne Police Department ("the Department"). Mr. Adededji was joined by the following COPS staff: Auditor Funmi Okoli.

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. During the site visit, the following awards were reviewed:COPS Hiring Program (CHP) Award #15JCOPS-21-GG-03469-UHPX.
Mr. Adededji conducted an entrance interview with the following attendees: Chief (b) (6) , Captain (b) (6) and Sr. Accountant & Grants Coordinator (b) (6) During this initial portion of the site visit, Mr. Adededji provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mr. Adededji discussed the Department's community policing efforts in relation to the COPS awards. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the COPS awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The conversation centers on the City of Bayonne Police Department's efforts in problem-solving, fostering strong community partnerships, and the Department's dedication and transformation to support these partnerships and enable proactive problem-solving strategies.

In addressing crime issues, the funding awarded through the COPS program has been instrumental for the Department. This funding enabled the establishment of a Community Oriented Policing Unit (COP Unit) in fiscal year 2022 and provided additional staffing resources to bolster the district patrol units. These initiatives have significantly strengthened the proactive approach to public safety, ensuring a more effective response to community needs and enhancing overall law enforcement efforts.

The COP unit patrols business districts on bicycles and, weather permitting, conducts walking patrols, with a primary goal of building trust between the Department and local businesses while proactively addressing issues like shoplifting. Additionally, the COP Unit plays a pivotal role in enhancing community outreach efforts. For example, officers provide security and support at various community events such as religious gatherings, City-sponsored events, school functions, and other local gatherings. Furthermore, the COP unit also performs surveillance operations for the Department. These activities are crucial in gathering intelligence, monitoring suspicious activities, and supporting ongoing investigations aimed at enhancing public safety and preventing criminal incidents within the community.

The grant has also empowered the Department to augment each patrol platoon by creating a dedicated district specifically tasked with patrolling the East Side of town, where there has been a noticeable uptick in criminal activities. This strategic allocation of resources allows for more focused and responsive policing in an area experiencing heightened crime rates, enhancing the Department's ability to ensure public safety and effectively address community concerns.

The Department has established numerous partnerships with a diverse array of community members and organizations to collaboratively address local challenges and foster trust within the community. Notably, it collaborates with the National Association for the Advancement of Colored People (NAACP) to organize recruiting events for minority groups and provide police presence at minority events. It also partners with the Bayonne Economic Development Corporation to address concerns in business districts, such as shoplifting prevention. Additionally, the Department collaborates with the Hudson County Prosecutor's Narcotics Task Force to gather intelligence. Moreover, it works with The Peninsula at Bayonne Harbor on various issues, including addressing incidents involving stolen cars. Furthermore, the Department coordinates with the Board of Education to ensure police presence during school events and to organize drug prevention seminars.

To strengthen community policing initiatives, the Department has established a dedicated COP Unit and expanded its patrol operations with an additional district. The COP unit consists of eight officers, organized into two patrols. Each patrol comprises four officers who work on a 4/4 schedule, ensuring continuous coverage and proactive engagement in community policing efforts. This strategic deployment enables the Department to enhance its responsiveness and effectiveness in addressing local safety concerns and building stronger relationships with residents.

In assessing the program's effectiveness, the Department utilizes a range of metrics such as comprehensive crime statistics reports, and direct feedback from community members. These sources offer valuable insights into the outcomes of initiatives, facilitating the measurement of public sentiment, pinpointing areas for enhancement, and tracking progress in advancing community safety and well-being. Additionally, the Department conducts semi-annual evaluations of officers participating in the program to evaluate their performance and community engagement in addressing local challenges.

In a subsequent discussion, Mr. Adededji, discussed the financial, administrative, and programmatic review of the Department's awards with Chief (b) (6) , Captain (b) (6) and Sr. Accountant & Grants Coordinator (b) (6) . During this portion, Mr. Adededji, reviewed the hiring documentation and other relevant financial documentation for the COPS award.

The site visit concluded with an exit interview with aforementioned individuals. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 630 AVE C BAYONNE, NJ, 7002

Title:
Phone: (201) 858-6034
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 630 AVE C BAYONNE, NJ, 7002

Title:
Phone: 201-858-6992
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name:

Title:
Phone:

Site Visit Contact 2
Name:

Title:
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	202
Actual Staffing Level from Oldest Hiring Grant Application	183

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	NJ214ZZ	**GRANTEE NAME:**	BAYONNE, CITY OF
GRANT:	15JCOPS21GG03469UHPX		
AWARD AMOUNT:	$1,500,000.00		
LOCAL MATCH:	$2,084,413.03		
SOURCE OF LOCAL MATCH (if applicable):	The source of the local match of $2,084,413 is the City's general funds.		
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

12	New Hires
0	Rehires – Previously Laid Off
0	Rehires – Scheduled for Layoffs
	Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department established a Community Oriented Policing Unit (COP Unit) in fiscal year 2022, hiring twelve new officers funded by the grant. The COP unit patrols business districts on bicycles and, weather permitting, conducts walking patrols. Its primary goal is to foster trust between the Department and local businesses while proactively addressing issues such as shoplifting. Additionally, the grant has enabled the Department to bolster each patrol platoon by establishing a dedicated district specifically assigned to patrolling the East Side of town, where there has been an increase in criminal activities. This strategic allocation of resources allows for more targeted and responsive policing in an area experiencing heightened crime rates, enhancing the Department's capacity to ensure public safety and effectively address community concerns.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions: 12 FT PT

Total Number of COPS Positions Hired:	12	FT	PT
Total Number in academy:	0	FT	PT
Total Number on the Street:	12	FT	PT
Total Number of COPS Funded Positions Vacant:	0	FT	PT
Total Number of Local Vacant Positions	15	FT	PT

Dates Vacant Positions will be Filled: 01/2025 Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See hire and retention worksheet

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☑ No

Primary activities of COPS-funded positions and/or redeployed officers:

The COP unit patrols business districts on bicycles and, weather permitting, conducts walking patrols, with a primary goal of building trust between the Department and local businesses while proactively addressing issues like shoplifting. Additionally, the COP Unit plays a pivotal role in enhancing community outreach efforts. For example, officers provide security and support at various community events such as religious gatherings. Furthermore, the COP unit also performs surveillance operations for the Department.

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03469-UHPX was awarded to the Department in the amount of $1,500,000 in federal funds over a three-year (36-month) award-funding period for the approved entry-level salary and fringe benefits for twelve (12) new-hire full-time sworn career law enforcement officers. The local match requirement for this award is $2,084,413. The allowable costs for which the Department's award has been approved are limited to those listed on the Financial Clearance Memo (FCM), which is included in the Department's award package. The start date of this award is October 1, 2021, with an end date of September 30, 2026.

Comments:

During the site visit, a review was conducted of the Department's staffing levels, the hiring dates of sworn officers hired under the grant award program, and the salaries and fringe benefits incurred. Mr. Adededji conducted a COPS 3.0 Community Policing Review as part of this monitoring review.

The Department paid $1,815,870.26 in salaries and benefits, with the federal share amounting to $1,033,830.78. However, as of May 10, 2024, the Department has drawn down $1,347,318.82 from the grant, resulting in an overdrawn amount of $313,488.04 (1,347,318.82 - 1,033,830.78). This discrepancy will be noted in the feedback letter, requesting repayment to the COPS office.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue regarding supplanting by reduction in force was identified. It was determined that the Department experienced twenty-two (22) reductions in force in FY2021, and three (3) reductions in force in FY2023.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue regarding supplanting by failure to fill local vacancies was identified. It was determined that the Department experienced two (2) vacancies in FY2021, fourteen (14) vacancies in FY2022, nine (9) vacancies in FY2023, and fifteen (15) vacancies in FY2024.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on a review of the Financial Expenditure Tracking Worksheet, a compliance issue regarding unsupported cost was identified. It was determined that the Department has drawn down funds from the grant exceeding the approved federal share by $313,488.04.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 7/24/2024.

Supervisor Approval:

Marcia Jackson

U.S. Department of Justice
Office of Community Oriented Policing Services

Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: Anne Beamon

Grant Management Specialist

Subject: BOIS FORTE RESERVATION TRIBAL COUNCIL/ MN219ZZ

Date: 7/24/2024 4:00:00 PM

I. Overview of EOBGR

On June 13, 2024, Grant Management Specialist Anne Beamon conducted an Enhanced Office Based Grant Review (EOBGR) with the Bois Forte Reservation. The purposes of the EOBGR were to access compliance with the COPS grants award regulations, terms, and conditions; review the Department's community policing efforts; and to provide customer service.

During the EOBGR, the following COPS grant award was reviewed: COPS Equipment and Training Award (TRGP) Award #15JCOPS-23-GG-02128-INDI. Ms. Beamon conducted an entrance interview with Director (b) (6) , Conservation Officer (b) (6) , Program Accountant (b) (6) , and CFO (b) (6) . During this initial portion of the EOBGR, Ms. Beamon provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Beamon discussed the Department's community policing efforts, particularly in relationship to the COPS grant award. During this portion of the EOBGR, Ms. Beamon was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the TRGP grant award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

In a subsequent discussion, Ms. Beamon discussed with the Department the programmatic, and financial review of the Department's TRGP grant award. During the discussion, Ms. Beamon reviewed the Department's equipment and allowable costs awarded under the 2023 Equipment & Training award.

At the time of the TRGP grant award application, the Department stated that the TRGP grant will provide opportunities for Bois Forte Reservation. The grant will allow DNR Conservation Enforcement officers to develop their knowledge, skills abilities, and expand scope of services. The award will allow Conservation Officers to reach their full employment potential at Bois Forte. The Department indicated it places them on pairs with criminal law enforcement officers present at Bois Forte under the Bureau of Indian Affairs (BIA). Bois Forte is a self-governance tribe but has elected to maintain BIA services in law enforcement. The Department indicated the criminal law enforcement office is understaffed. Therefore, conservation officers with appropriate training and official recognized authority can assist BIA law enforcement as needed and expand the community safety network at Bois Forte.

Regarding organizational transformation: the Department indicated Bois Forte DNR invests substantial resources in law enforcement basic training, post-training, and ongoing skills development. Bois Forte considers ongoing development of knowledge, skills, and abilities for law enforcement personnel to be essential. The Department indicated personnel development is imperative as well to achieve TRGP grant goals and to achieve appropriate levels of regulatory authority necessary for the officers to address both civil and criminal law infractions. Some of these infractions include, MMIP and drug-related cases. The Department indicated one Conservation officer completed USIPA/US Homeland Security FLETC training and is a duly sworn law enforcement officer. Another conservation Officer is in cadet-in-training at Bois Forte and is scheduled to complete USIPA/FTETC training in January 2025. The Department indicated Bois Forte's sworn officer completed BIA/IPA post-training in Search and Rescue techniques in 2023 and is scheduled to complete 2024 BIA/IPA post-training in Active Shooter Response in 2024. The sworn officer also successfully completed BIA firearm qualification training in 2023 and 2024. Both the sworn officer and current cadet officer completed FEMA incident Command training IS-100.C and IS-700.B in 2023.

Regarding Problem Solving: The Bois Forte tribal community was solicited to contribute suggestions and direction during the code revision process. Members recognized certain laws were not effective and called attention to deficiencies within the codes. Codes once drafted, were provided to the tribal public for a review period, and additional comments were collected, considered, and incorporated. The Department indicated crime prevention strategies are ongoing. This effort involves having an additional conservation officer interact with the public, and additional patrols in remote areas where natural resource crimes occur. The Department indicated over the course of nine months, incidence in reporting of remote residence crime such as robbery has significantly decreased.

The Department indicated crime includes theft, illegal sales, vandalism of the community's shared natural resources; trespassing on tribal lands; waste and illegal harvest; nuisance and dangerous animal damage to persons and property; animal abuse/neglect; drug and alcohol use / abuse, and MMIP-victimization and trafficking. The Department increased its presence to trespass and natural resource thefts; established relationships with animal shelters and animal advocacy groups, to assist in animal neglect and abuse situations. The Department coordinates with other state, county, and tribal law enforcement agencies to develop a mutual-aid network, enhance law enforcement response time and expand coverage areas.

Regarding Partnerships: the Department identified major issues and assessed resources that the Bois Forte DNR could direct toward monitoring, responding to and resolving crimes and potential crimes. The Department indicated Bois Forte Members harvest fish under sustainability guidelines but sell these fish commercially. The revised Bois Forte Conservation codes address this issue. The Department indicated the grant is helping to protect persons against MMIP. The Department is engaged with the Bois Forte community, offer assistance, training and help as necessary, and networks among law enforcement agencies are established to expand service coverage and reduce response time.

The Department indicated MMIP-victimization crime is an issue of great concern in all Native American communities. Bois Forte have found that due to proximity of the port city of Duluth MN, the community is at risk of being impacted by MMIP crime. Bois Forte Conservation Officers developed a lesson plan and partnered with the Bois Forte Elementary School and Northwoods High School. In doing this, Officers are able to reach out to children/young adults, ages 11 and older, which fall within a high impact risk category for MMIP victimization (ages 12-19). Bois Forte Conservation Officers can tailor this presentation in other workgroup situations that specifically address the Bois Forte community as well.

The EOBGR concluded with an exit interview with DNR Director (b) (6) . A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 5344 LAKESHORE DR ORR, MN, 55771

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 5344 LAKESHORE DR ORR, MN, 55771

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: 4. (b) (6)

Title: CFO
Phone: (218) 757-3261

Site Visit Contact 2
Name: 3. (b) (6)

Title: Program Accountant
Phone: (218) 757-3261

Site Visit Contact 3
Name: 1. (b) (6)

Title: Conservation Officer
Phone: (218) 757-3261

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	MN219ZZ	**GRANTEE NAME:**	BOIS FORTE RESERVATION TRIBAL COUNCIL
GRANT:	15JCOPS23GG02128INDI		
AWARD AMOUNT:	$596,719.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2023-10-01	**END DATE:**	2026-09-30

Grant Award Requirements:

TRGP Award #15JCOPS-23-GG-02128-INDI was awarded to the Tribe in the amount of $596,719 in federal funds over a three-year/36-month award funding period. The purpose of the COPS Office Tribal Resources Grant Equipment/Training Program (TRGP-Equipment/Training) is to advance the practice of community policing in tribal jurisdictions and meet the most serious tribal law enforcement needs. Funding under this award program will be utilized by the tribal jurisdiction to procure basic equipment, technology and training to increase the jurisdiction's community policing capacity to prevent and disrupt crime and violence.

Comments:

During the EOBGR, a review was conducted of Bois Forte Reservation invoices, purchase orders, and inventory records. Grant Management Specialist Anne Beamon conducted a 3.0 community policing review as part of the community review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Awardee did not have a current Indirect Cost Rate. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The Department requested indirect costs as part of their TRGP/CTAS application. The Department was awarded indirect costs. However, there is an expired indirect cost agreement (IDC) with this award. Please note the approved indirect costs were processed and put on “hold” until the agency submits a current approved indirect cost rate agreement. The Department cannot draw down on the funding for the indirect costs until this current agreement is received.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 7/24/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Funmi Okoli
Auditor

Subject: Bowling Green, City of/ KY11401

Date: 3/5/2024 4:10:00 PM

I. Overview of EOBGR

On Wednesday, February 21, 2024, Auditor Funmi Okoli conducted an Enhanced Office-Based Grant Review (EOBGR) with the City of Bowling Green Police Department, Kentucky.

The purpose of the EOBGR was to assess compliance with the COPS award regulations, terms and conditions, review community policing efforts and to provide customer service and technical assistance. The following awards were reviewed: COPS Office Hiring Program (CHP) Awards #15JCOPS-21-GG-03475-UHPX and #15JCOPS-23-GG-04531-UHPX. Mrs. Okoli conducted an entrance interview with the following attendees: Chief (b) (6) , Executive Assistant (b) (6) , and Grant Manager (b) (6) . During the initial portion of the EOBGR, Mrs. Okoli provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

At the time of the desk review, the Department had not started implementing CHP Award 15JCOPS-23-GG-04531-UHPX.

After opening remarks and introductions, Mrs. Okoli discussed the Department's community policing efforts, particularly in relationship to the COPS grants. Prior to the EOBGR, Mrs. Okoli was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the Department's community policing efforts that have transpired because of receiving the hiring program award funds.

Bowling Green is the third largest city in the Commonwealth of Kentucky. The growth of the city has increased the challenges for the Bowling Green Police Department. Prior to 2021, the Department wanted to increase the trust of the community, and better serve and support the community members. Due to the absence of officers to perform community policing activities, attend community events, and perform outreach programs to create relationships, and the inability to respond to calls for help from the community members, the relationship and trust the community had in the Department was reduced. The Bowling Green police Department (BGPD) applied for the 2021 hiring program award for funding to hire four (4) police officers that will commit to community-oriented policing through expanding on mentoring, community projects and partnerships, building legitimacy through education and recruitment to ultimately build trust with the community.

Since receiving the 2021 hiring award, BGPD has hired two (2) of the awarded officers. BGPD's goal is to train and develop the awarded officers as specialized community relations unit that will track current partnership efforts and activities and assess new opportunities, while specializing in providing increased personal attention to designated communities and organizations. The officers are establishing routine meetings and consultations to build trust and rapport with the community they serve.

A major challenge in the City of Bowling Green is Refugee resettlement. BGPD partners with resettlement agencies to help refugees assimilate the culture of the community as they settle in. The Department holds and attends international events that welcomes refugees, while the officers interact and educate the refugees on safety, and programs available to them.

BGPD supports the community by ensuring that its officers and staff attends community events to provide security and support community members through interactions. The Department have been able to create awareness and outreach during community events.

To better serve the City of Bowling Green, BGPD created various Police Academies to improve its relationship with the community members. One of such academies is the Citizen's Police Academy. The goal of the academy is to increase the understanding and enhance strong relationship between community members and the Department. The academy provides community members the opportunity to learn and understand the importance of the Department and its officers to the community.

The Junior Police Academy designed for elementary school age kids to interacts and learn from the officer. Various activities are performed in the academy that fosters understanding and good rapport between the kids and the officers, thereby building legitimacy and trust with kids. Other community events and educational opportunities that the Department engage in includes the BGPD Trunk or Treat, Mount Zion Back to School Bash and various mentoring programs at high schools and worship centers.

The Department uses its Senior Citizen Academy to interact with senior citizens in the community. The Academy provides an opportunity for seniors to learn about the Department and classes that teaches improving personal safety are taught in the program. This unique opportunity allows the Department build trust with senior citizens.

BGPD partners with various organizations including The Foundry which is a Faith-Based program. The Foundry hosts various events to engage children and youth in the low-income minority area of the community. The Department partners with the organization and sets up boot for outreach and to educate children and youths.

The Department partners with Boys to Men Leadership Group to provide mentorship to kids and youths in 3rd to 12th grade and created Boys to Law enforcement program. The leadership program allows the Department foster positive relationships with the youths and their parents and with other organizations involved in Boys to Men program. Youth are taught respect and important values among other trainings.

To better serve the City of Bowling Green, BGPD added community policing training in its law enforcement academy program which allows recruits learn community policing and interaction with citizens while training at the academy.

To ensure a diversified workforce that can support community members with various ethnicity, BGPD partners with the international communities in the City of Bowling Green to recruit and maintain a diverse workforce. The diversity of ethnicity of the Department's officers allows the officers serve as liaison between international population and the community, and they can resolve issues related and affected by language and cultural barriers. The Diversity in the Department's workforce allows the officers better serve and communicate to resolve issues.

BGPD included Community Oriented Policing, District orientation and Problem-Solving Model in the officer's academy curriculum. The added curriculum allows students to engage with the community and ask how to better serve them when they graduate. The training also provides competency to the officers to ensure that they can relate with international community and provide the needed support and resources.

With the newly hired officers, the Department has been engaging the community in-person during patrol and have become active on social media. Through the Department's participation on social media, information about events, recruitment and services have been made available to the community members. Citizens provide feedback and unique perspectives through social media.

BGPD is accepted and supported by the community members. Citizen supports are provided on social media, in-person during patrol of officers and through financial support for the Department's 3,300 square feet training facility that was built for training officers.

In a subsequent discussion, Mrs. Okoli perform financial, administrative, and programmatic review of the Department's award with the attendees. During the discussion, Mrs. Okoli reviewed expenditures under the awards including the sworn officers' salaries and fringe benefits, and other relevant financial documentation for the grant award.

The EOBGR was concluded with an exit interview with the individuals that attended. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the Tribe in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 911 Kentucky Street Bowling Green, KY, 42101

Title:
Phone: 2.70393e+009
Fax: (270) 393-4569
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 911 Kentucky Street Bowling Green, KY, 42101

Title:
Phone:
Fax: (270) 393-3698
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title: (b) (6)
Phone
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title:
Phone: (270) 393-4718

Site Visit Contact 2
Name: (b) (6)

Title:
Phone: (270) 393-4569

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	124
Actual Staffing Level from Oldest Hiring Grant Application	124

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	KY11401	**GRANTEE NAME:**	Bowling Green, City of
GRANT:	15JCOPS21GG03475UHPX		
AWARD AMOUNT:	$500,000.00		
LOCAL MATCH:	$661,367.88		
SOURCE OF LOCAL MATCH (if applicable):	General Funds Local Match: $661,368		
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

4 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department develops and maintains tracking system and schedules for special events and community events while partnering with organizations to serve the community and build trust and legitimacy. It leads teams and participates in community programs and events such as Mt. Zion Back to school bash, BGPD Trunk or Treat, Citizens Police Academy and Junior Police Academy. The programs enable the Department to interact and communicate with the community and thereby improve the trust of the community and build legitimacy.

Total Number of COPS Funded Positions: 4 FT PT

Total Number of COPS Positions Hired:	2	FT	PT
Total Number in academy:	0	FT	PT
Total Number on the Street:	2	FT	PT
Total Number of COPS Funded Positions Vacant:	2	FT	PT
Total Number of Local Vacant Positions	7	FT	PT

Dates Vacant Positions will be Filled: April 2024 Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☐ No

Date(s) of hire:

Please see attached Hire and Retention Worksheet.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Officers Deployed to Engage in Community Policing Activities:

The officers are responsible for communication between the police department in both news media and general public. The PIO maintains positive relationships with all media representatives in order to effectively and accurately disseminate information through traditional media outlets. They coordinate schedules for special events and presentations, maintains social media accounts across all platforms to share community information and updates, develops and maintains the tracking systems for community events and presentations, Leads and/team member for community programs/events such as Mt. Zion Back to Scholl Bash, BGPD Trunk or Treat, Citizens Police Academy and Junior police Academy.

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03475-UHPX was awarded to the City of Bowling Green Police Department in the amount of $500,000 in federal funds over a three-year/36-month award funding period for the approved entry-level salary and fringe benefits for four (4) new-hire full-time sworn career law enforcement officer. The start date of the award is October 1, 2021, and the end date is September 30, 2026, there is a local requirement in the amount of $661,368 for the award.

Comments:

During the EOBGR, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - It was determined that the Department experienced local vacancies during the course of award implementation. The Department experienced Five (5) vacancies in FY2021, eleven (11) in FY2022, four (4) in FY2023, and two (2) vacancies in the current year. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI: KY11401 **GRANTEE NAME:** Bowling Green, City of

GRANT: 15JCOPS23GG04531UHPX

AWARD AMOUNT: $500,000.00

LOCAL MATCH: $935,539.56

SOURCE OF LOCAL MATCH (if applicable): General Funds

Local Match: $935,540

START DATE: 2023-10-01 **END DATE:** 2028-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

4 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Combating Acts of Terror from Foreign and Domestic Actors

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Combating Acts of Terror from Foreign and Domestic Actors

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department is currently in the process of hiring the officers awarded under the award. When the officers are hired, the Department focus is to Combat Acts of Terror from Foreign and Domestic Actors by partnering with U.S. Department of Homeland Security, significantly strengthen existing relationships through assignment of Task Force Officers and assist in combating human trafficking and child exploitation within the HSI Bowling Green Area of Responsibility.

The Department will address Violent Crimes through its Safe Streets Task Force Initiative and suppress illegal Drugs and Narcotics by partnering with local drug task force and maintain and improve current Drug Task Force collaborative efforts.

Total Number of COPS Funded Positions:	4	FT	PT
Total Number of COPS Positions Hired:	0	FT	PT
Total Number in academy:	0	FT	PT
Total Number on the Street:	0	FT	PT
Total Number of COPS Funded Positions Vacant:	4	FT	PT
Total Number of Local Vacant Positions	7	FT	PT

Dates Vacant Positions will be Filled: March - July 2024 Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

At the time of the EOBGR, the Department had not begun implementing CHP Award #15JCOPS-23-GG-04531-UHPX. The awarded officers have not been hired as of the EOBGR date and hire and retention chart was not provided.

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☑ No

Primary activities of COPS-funded positions and/or redeployed officers:

The Department is in the process of hiring the awarded officers.

Grant Award Requirements:

CHP Award #15JCOPS-23-GG-04531-UHPX was awarded to the Department in the amount of $500,000 in federal funds over a three-year/36-month award funding period for the approved entry-level salary and fringe benefits for four (4) new-hire full-time sworn career law enforcement officer. The start date of this award is October 1, 2023, and the end date is September 30, 2028. There is a local match requirement of $935,540 for the award.

Comments:

During the EOBGR, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - It was determined that the Department experienced local vacancies during the course of award implementation. The Department experienced Five (5) vacancies in FY2021, eleven (11) in FY2022, four (4) in FY2023, and two (2) vacancies in the current year. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 3/5/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Angel Mason

Grants Management Specialist

Subject: CALDWELL EXEMPTED VILLAGE SCHOOL DISTRICT/ OH370ZZ

Date: 9/18/2024 6:06:00 PM

I. Overview of EOBGR

On June 12, 2024, Grant Management Specialist Mrs. Angel Mason conducted an Enhanced Office Based Grant Review (EOBGR) with the Caldwell Exempted Village School District ("the Department").

The purposes of the EOBGR was to assess compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts; and to provide customer service and technical assistance.

During the EOBGR, the following COPS grant award was reviewed: School Violence Prevention Program (SVPP) Award #15JCOPS-22-GG-04153-SSIX. Mrs. Mason conducted an entrance interview with Grant Manager (b) (6)

During this initial portion of the EOBGR, Mrs. Mason provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Mason discussed the Department's community policing strategies, particularly in relation to their policing efforts. Prior to the EOBGR, Mrs. Mason was provided with supporting documentation detailing their efforts in community policing. Since the Department had completed the project of installing a new PA system in both buildings and expended all of the funding, we discussed how the project greatly improved the security at the schools and provided a safe environment. Grant's Administrator Yontz reported that the PA systems has greatly improved the safety of their staff and students by providing emergency communication throughout the buildings and provide a direct link to the emergency personnel at the police headquarters. We discussed future plans for the Department and other avenues of awards their city could apply for under the COPS awards.

In a subsequent discussion, Mrs. Mason discussed the financial, administrative, and programmatic review of the Department's award with the Grant Administrator and the Department's Financial Manager Taylor Clark. During this portion of the review, Mrs. Mason provided explanation that she was initially unable to provide an in-depth review for the Department's budget and award expenditures due to the department's failure to provide documentation prior to the review. At the time of the report, the Department had provided the requested documentation, and it was determined that the funding was expended properly. All of the items were purchased and installed, and the Department contributed their 25% match as required.

The EOBGR concluded with an exit interview with the aforementioned individuals. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 516 FAIRGROUND STREET CALDWELL, OH, 43724

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 516 FAIRGROUND STREET CALDWELL, OH, 43724

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Treasurer
Phone: (740) 732-5637

Site Visit Contact 2
Name: (b) (6)

Title: Superintendent
Phone: (740) 732-5637

Site Visit Contact 3
Name: (b) (6)

Title: Director of School Improvement
Phone: (740) 732-5637

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	OH370ZZ	**GRANTEE NAME:**	CALDWELL EXEMPTED VILLAGE SCHOOL DISTRICT
GRANT:	15JCOPS22GG04153SSIX		
AWARD AMOUNT:	$157,201.00		
LOCAL MATCH:	$52,400.85		
SOURCE OF LOCAL MATCH (if applicable):	Local county funding. local Match of $52,400.85		
START DATE:	2022-10-01	**END DATE:**	2025-09-30

Grant Award Requirements:

SVPP Award #15JCOPS-22-GG-04153-SSIX was awarded to Caldwell Exempted Village School District ("the Department") in the amount of $157,201 in federal funds over a three-year/36-month award funding period to improve security at schools and on school grounds within your jurisdiction through evidence-based school safety programs. The allowable costs for which the Department's award has been approved are limited to those listed on the Financial Clearance Memorandum (FCM), which is included in the Department's award package. The local match requirement for this award is $52,400.85. The start date of this grant award is October 1, 2022, and the end date is September 30, 2025.

Comments:

During the EOBGR, a review was performed of the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award. Mrs. Mason conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - A detailed listing of budget expenditures and documentation, including the general ledger that supports each cost category as it appears on the awarded budget. Expenditures related to the award that clearly identify a COPS specific cost code in the Department's accounting system and the local match contribution and further supported in the general ledger was not received or reviewed before the EOBGR. In remedying this violation, the Department submitted the requested documentation immediately following the EOBGR on June 12, 2024. Therefore, based upon the information received, this compliance issue has been resolved.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marci Jackson 9/18/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Wanda Seawright
Lead Grant Program Specialist

Subject: CALUMET CITY, CITY OF/ IL400ZZ

Date: 2/22/2024 10:36:00 AM

I. Overview of EOBGR

On December 5. 2023, Lead Grant Program Specialist Mrs. Wanda Seawright conducted an Enhanced Office Based Grant Review (EOBGR) with the City of Calumet City ("the Department"). The purpose of the EOBGR was to assess compliance with the COPS grant awards regulations, terms, and conditions; review the Department's community policing efforts and provide customer service and technical assistance. During the EOBGR, the following COPS grant awards were reviewed: COPS Hiring Program (CHP) Award #15JCOPS-21-GG-03547-UHPX and #15JCOPS-22-GG-03460-UHPX.

Mrs. Seawright conducted an entrance interview with Chief (b) (6) and Grant Facilitator (b) (6) . During this initial portion of the EOBGR, Mrs. Seawright provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Seawright discussed the Department's community policing efforts, particularly in relationship to the COPS grant award. During this portion of the EOBGR, Mrs. Seawright was provided with supporting documentation, which demonstrated the Department's policing efforts. The discussion included information about the agency's community policing efforts that have transpired because of receiving the CHP grant award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

In a subsequent discussion, Mrs. Seawright discussed with the attendees, the financial, administrative, and programmatic review of the Department's CHP Hiring grant awards.

The City of Calumet City discussed their commitment to improve building legitimacy and trust in the city amongst its residents by resolving problems, creating more relationships with community members, engaging residences, outreach initiatives, preserving the peace, protecting human rights, and apprehending criminals consistent with the law.

Calumet City Police Department created community policing initiatives that were implemented with the addition of COPS funded positions such as the Citizens Police Academy and the Police Cadet program. The Citizens Police Academy is an eight (8) month program providing structured training on police operation, e.g., 911 Center Operations, Patrol Operations, Fundamental of Investigations, Narcotics Investigations, Crime Scene Investigations, and Use of Force accompanied with simulator training for young men and women interested in pursuing a career in law enforcement or other areas of the criminal justice field. In addition, the Police Cadet program is a structured hands-on program open to youths from 6th grade to 21 years of age. Participants gain personal awareness of the criminal justice system and learn various aspects of police work from report writing to physical training. The program is designed to promote personal growth and development, teamwork, leadership skills and self-confidence.

The funding from the COPS Office allowed the City of Calumet City to create a bike patrol unit allowing the officers to be mobile, visible, and remain active in the community. As a result of the additional positions, it allowed the creation of a police canine unit comprised of three trained certified police canines and three trained certified canine handlers. The canines are trained in tracking, article searches and narcotics detection and are utilized for many aspects of law enforcement and community caretaking, ranging from locating a missing person to locating a criminal suspect.
To foster relationships, the Calumet City Police Department Officers are encouraged to get involved in the community and they are in attendance and participate during community events throughout the year because these events provide opportunities for community members to get to know the officers of the Calumet City Police Department in a more social setting and relationships are developed and strengthened during these interactions. Some of these events are hosted and sponsored by the Calumet City Police Department. Examples of community events include block club parties, community concerts, school sponsored events, faith based sponsored events and senior citizen events.

The Calumet City Police Department outreach initiatives build and strengthen relationships and provide residents and members of the business community additional opportunities to communicate the issues or problems they are experiencing. The problems can range from issues with parking to crimes against persons. Since 2021, the Calumet City Police Department has added additional law enforcement tools that aid in the identification of problems while also serving as an investigative tool. To identify and solve problems within the community, the Calumet City Police Department has partnered with other City Departments and other local, state and federal law enforcement agencies. The Department locally established partnerships with the City's Building and Zoning Department as well as the City's Crime Free Housing Department. These departments not only provide insight into identifying problems, they also proactively seek remedies and provide guidance to residents. The Crime Free Housing Department provides instruction to owners and landlords of properties within Calumet City.The instruction is focused on crime detection and prevention and therefore creates additional partners to provide for a safe community. These partnerships are collaborations that allow them to better serve the community, develop solutions to problems and increase the public's trust in the police.

The EOBGR concluded with an exit interview with Chief (b) (6) and Grant Facilitator (b) (6) . A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 204 PULASKI ROAD CALUMET CITY, IL, 60409

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 204 PULASKI ROAD CALUMET CITY, IL, 60409

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Grant Coordinator
Phone:

Site Visit Contact 2
Name: (b) (6)

Title: Grant Award Administrator
Phone: (630) 699-2998

Site Visit Contact 3
Name: (b) (6)

Title: Mayor
Phone: (708) 891-8106

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	67
Actual Staffing Level from Oldest Hiring Grant Application	63

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	IL400ZZ	**GRANTEE NAME:**	CALUMET CITY, CITY OF
GRANT:	15JCOPS21GG03547UHPX		
AWARD AMOUNT:	$1,170,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

5	New Hires
0	Rehires – Previously Laid Off
0	Rehires – Scheduled for Layoffs
0	Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Legitimacy and Trust

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Legitimacy and Trust

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Calumet City Police Department concentrates on crime detection, prevention, reduction, and community awareness with a strong focus on building partnerships with the community. The COPS grant has enabled the department to increase Community Policing Strategies and implement new programs. The additional personnel hired under the COPS grant, enabled the officers to spend more time getting to know the community and participate in additional community events.

Total Number of COPS Funded Positions:	5	FT	0	PT
Total Number of COPS Positions Hired:	4	FT	0	PT
Total Number in academy:	0	FT	0	PT
Total Number on the Street:	4	FT	0	PT
Total Number of COPS Funded Positions Vacant:	1	FT	0	PT
Total Number of Local Vacant Positions	6	FT	0	PT

Dates Vacant Positions will be Filled: Intend to fill Date
vacant position January 2024.

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Dates of Hire and Retention document.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Primary activities are bicycle patrol, attendance at monthly neighborhood watch and town hall meetings, building relationships with school districts, daily faculty check-ins, attendance at community events and city sponsored events.

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03547-UHPX was awarded to the City of Calumet City (“the Department”) in the amount of $1,170,000.00 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for five (5) new-hire full-time sworn career law enforcement officers. The CHP award provides funding to law enforcement agencies to hire and/or rehire career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts. The allowable costs for which the Department’s award has been approved are limited to those listed on the approved budget, which is included in the Department’s award package. The local match requirement for this award is $0. The start date of this award is October 1, 2020, with an end date of September 30, 2026.

Comments:

During the EOBGR, a review was performed of Department’s staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Mrs. Seawright conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee’s historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The Department experienced failure to fill local vacancies of four (4) in FY FY2020, ten (10) in FY2021, eleven (11) in FY2022, and six (6) in FY2023.

Supplanting – Other

The Awardee’s approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - At the time of the EOBGR, it was determined that the Department failed to provide some of the requested documentation in preparation for the EOBGR review. After the EOBGR, the documentation was submitted.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the EOBGR, it was determined that the Department was delinquent in filing the following: FFR-1012484 due May 1, 2023, FFR-1031194 due July 31, 2023, and FFR-1043391 due October 31, 2023, federal financial reports. After the EOBGR, the federal financial reports were submitted.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the EOBGR, it was determined that the Department was delinquent in filing the PR-627456 performance progress report due on September 16, 2023 After the EOBGR, the PR-627456 performance progress report was submitted.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the EOBGR review, it was identified that grantee requested social security fringe benefits in error because the department in the state of Illinois doesn't pay into social security. A request was made to move the grant awarded funds to retirement. The request was approved because retirement is an allowable cost. The total dollar amount was 10% less than the total project cost therefore, a GAM was not required.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI:	IL400ZZ	**GRANTEE NAME:**	CALUMET CITY, CITY OF
GRANT:	15JCOPS22GG03460UHPX		
AWARD AMOUNT:	$1,433,250.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-10-01	**END DATE:**	2027-09-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

5	New Hires
0	Rehires – Previously Laid Off
0	Rehires – Scheduled for Layoffs
0	Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Legitimacy and Trust

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Legitimacy and Trust

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Calumet City Police Department concentrates on crime detection, prevention, reduction, and community awareness with a strong focus on building partnerships with the community. The COPS grant has enabled the department to increase Community Policing Strategies and implement new programs. The additional personnel hired under the COPS grant, enabled the officers to spend more time getting to know the community and participate in additional community events.

Total Number of COPS Funded Positions:	5	FT	0	PT
Total Number of COPS Positions Hired:	4	FT	0	PT
Total Number in academy:	1	FT	0	PT
Total Number on the Street:	4	FT	0	PT
Total Number of COPS Funded Positions Vacant:	1	FT	0	PT
Total Number of Local Vacant Positions	6	FT	0	PT

Dates Vacant Positions will be Filled: Intend to fill Date
vacancy January 2024.

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Hire and Retention worksheet attached.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Primary activities are bicycle patrol, attendance at monthly neighborhood watch and town hall meetings, building relationships with school districts, daily faculty check-ins, attendance at community events and city sponsored events.

Grant Award Requirements:

CHP Award #15JCOPS-22-GG-03460-UHPX was awarded to the City of Calumet City (“the Department”) in the amount of $1,433,250.00 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for five (5) new-hire full-time sworn career law enforcement officers. The CHP award provides funding to law enforcement agencies to hire and/or rehire career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts. The allowable costs for which the Department’s award has been approved are limited to those listed on the approved budget, which is included in the Department’s award package. The local match requirement for this award is $0/ The start date of this award is October 1, 2022, with an end date of September 30, 2027.

Comments:

During the EOBGR, a review was performed of Department’s staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Mrs. Seawright conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee’s historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The Department experienced failure to fill local vacancies of ten (10) in FY2021, eleven (11) in FY2022, and six (6) in FY2023.

Supplanting – Other

The Awardee’s approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data.

Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - At the time of the EOBGR, it was determined that your Department failed to provide some of the requested documentation in preparation for the EOBGR review. After the EOBGR, the documentation was submitted.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the EOBGR, it was determined that your Department was delinquent in filing the following: FFR-1015692 due May 1, 2023, FFR-1034366 due July 31, 2023, and FFR-1049203 due October 31, 2023 federal financial reports. After the EOBGR, the federal financial reports were submitted.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the EOBGR, it was determined that your Department was delinquent in filing the PR-628054 performance progress report due on September 16, 2023. After the EOBGR, the PR-628054 performance progress report was submitted.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the EOBGR review, it was identified that grantee requested social security fringe benefits in error because the department in the state of Illinois doesn't pay into social security. A request was made to move the grant awarded funds to retirement. The request was approved because retirement is an allowable cost. The total dollar amount was less than 10% of the total project cost therefore, a GAM was not required.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 2/22/2024.

Supervisor Approval:

Marcia Jackson

September 23, 2020

Chief Joseph Wysocki
Chief of Police
Camden County Police Department
800 Federal Street
Camden, New Jersey 08103

Dear Chief Wysocki:

The U.S. Department of Justice Office of the Inspector General, Philadelphia Regional Audit Office, is initiating an audit of the Office of Community Oriented Policing Services (COPS) Grant Numbers 2015-UM-WX-0179 and 2016-UM-WX-019, awarded to the Camden County Police Department. The objectives of this audit are to determine whether costs claimed under the grants are allowable, supported, and in accordance with applicable laws, regulations, guidelines, and terms and conditions of the award; and to determine whether the grantee can demonstrate adequate progress towards achieving program goals and objectives. To accomplish these objectives, we will assess performance in the following areas of grant management: financial management, federal financial reports, budget management and control, drawdowns, expenditures, and program performance.

The audit is scheduled to begin with an entrance conference on Wednesday, October 7, 2020, which is tentatively planned for 10:00 a.m. via teleconference. Please have the following available at the time of the entrance conference.

1. A listing, in electronic format, of all officers paid with grant funds. For each officer, please include their name, position, tenure/length of service with the department, pay scales/tables, bargaining unit agreements covering salary payments for grant funded officers, current pay, benefits package under which they were working at the time the grant funding was provided, and the type of community-policing work they are assigned to.

2. The detailed and summary accounting records for all expenditures charged to the grant, including documentation supporting quarterly financial status reports and all drawdown requests.

3. Documentation of any COPS site visits or grant monitoring activities.

4. The most recent financial statement audit covering your Department, as well as any management correspondence issued by the independent auditor in conjunction with the audit and documentation that the findings were adequately addressed.

5. A listing of any sole source procurements and accompanying justifications.

6. A summary of the grant-related activities that remain to be completed.

7. Any program evaluation documents assessing the extent to which the grant is meeting its stated goals and objectives.

8. Accounting and financial policies and procedures related to grant financial management.

At the conclusion of our fieldwork, an exit conference will be held to discuss our audit findings and obtain your comments. As applicable, the results of the audit will be reported to your office and the Department of Justice for resolution of our findings and recommendations.

Further, at the conclusion of the audit, the Executive Director (or equivalent) and Chief Financial Officer (or equivalent) will be asked to sign a management representation letter attesting to the completeness and accuracy of the data provided to us (see Enclosure). If you have any questions, please contact me or Nicola Sterling at (b) (6) .

Finally, to learn more about the audit process, you may view the OIG's Grant Award Audit Process webinar series at https://oig.justice.gov/about/grant-audits.htm.

Your assistance and cooperation are appreciated.

Sincerely,

Thomas O. Puerzer

Thomas O. Puerzer
Regional Audit Manager
Enclosure

cc: Phillip Keith
Director
Office of Community Oriented Policing Services

Marcia O. Jackson
Assistant Director of Grant
Monitoring Division
Office of Community Oriented Policing Services

Louise Duhamel
Acting Assistant Director
Audit Liaison Group, Internal Review and Evaluation Office
Justice Management Division

Enclosure

[TO BE SUBMITTED ON AGENCY LETTERHEAD]

Please complete the gray-highlighted portion of the letter
and ensure appropriate officials sign the letter.

{DATE}

Thomas O. Puerzer
Regional Audit Manager
Philadelphia Regional Audit Office
Office of the Inspector General
U.S. Department of Justice
701 Market Street, Suite 2300
Philadelphia, PA 19106

Dear Mr. Thomas Puerzer:

I understand the objective of the Department of Justice (DOJ) Office of the Inspector General's (OIG) audit of the Office of Community Oriented Policing (COPS) Grant Numbers 2015-UM-WX-0179 and 2016-UM-WX-019 was to determine whether costs claimed under the grants were allowable, supported, and in accordance with applicable laws, regulations, guidelines, and terms and conditions.

This letter is to confirm, in view of the audit objective and understanding of the audit's scope and to the best of my knowledge and belief as of {insert date of response to the draft report}, the following representations made to you or your staff during the audit are complete and accurate.

- Camden County Police Department has provided the OIG with the names and titles of all appropriate management officials and other individuals, and that these persons were made available for interviews.

- Camden County Police Department has provided to the OIG full access to its facilities relevant to the audit.

- Camden County Police Department has provided to the OIG all policies, procedures, directives, laws, and guidance related to the COPS Grant Numbers 2015-UM-WX-0179 and 2016-UM-WX-019.

- Camden County Police Department has provided in a complete, accurate, and unaltered form all data and records requested by the OIG.

- Camden County Police Department did not intentionally withhold from the OIG any potentially relevant information.

- Camden County Police Department has provided to the OIG all relevant internal reports, memoranda, and other documentation which could reasonably be identified addressing Camden County Police Department's implementation of the COPS Grant Numbers 2015-UM-WX-0179 and 2016-UM-WX-019.

- Camden County Police Department informed the OIG of entities outside Camden County Police Department that are involved in DOJ efforts related to COPS Grant Numbers 2015-UM-WX-0179 and 2016-UM-WX-019, and Camden County Police Department assisted the OIG, as requested, in facilitating meetings with these other entities' personnel.

- Camden County Police Department disclosed to the OIG all known violations or possible violations of laws or regulations whose effects should be considered for disclosure in your audit report, or for referral to responsible authorities.

- Camden County Police Department is not aware of any relevant internal control matters; issues concerning compliance with laws and regulations; financial considerations; contingencies; irregularities; or instances of fraud, waste or mismanagement of which the OIG has not been made aware.

- Camden County Police Department has disclosed to the OIG any communications from oversight agencies, internal auditors, and other practitioners concerning possible non-compliance with requirements involving the COPS Grant Numbers 2015-UM-WX-0179 and 2016-UM-WX-019.

Sincerely,

[Signature]
*[Primary Responsible Official's Name and Title - **REQUIRED**]*

[Signature]
[Other Responsible Official's Name and Title,
insert as many persons as appropriate]



LIMITED OFFICIAL USE

The attached information must be protected and not released to unauthorized individuals. Use of this cover sheet is in accordance with the Department of Justice regulation on the control of Limited Official Use information.

DEPARTMENT OF JUSTICE | OFFICE OF THE INSPECTOR GENERAL

January 4, 2024

Memorandum For: Hugh T. Clements, Jr.
Director
Office of Community Oriented Policing Services

From: Thomas O. Puerzer
Regional Audit Manager
Philadelphia Regional Audit Office

Subject: Closure on the Audit of the Office of Community Oriented Policing Services Grants Awarded to the Camden County Police Department, New Jersey
Audit Report Number 22-009

Based on your latest response and documentation provided on December 4, 2023, we consider the recommendations directed to the Office of Community Oriented Policing Services to be closed. The attachment summarizes the closure of the report. We appreciate your assistance and cooperation.

Attachment

cc: Cory D. Randolph
Deputy Director
Grant Operations Directorate
Office of Community Oriented Policing Services

Marcia O. Jackson
Assistant Director
Grant Monitoring Division
Office of Community Oriented Policing Services

Louise Duhamel
Assistant Director
Audit Liaison Group
Internal Review and Evaluation Office
Justice Management Division

OFFICE OF THE INSPECTOR GENERAL, AUDIT DIVISION
ANALYSIS AND SUMMARY OF ACTIONS NECESSARY TO CLOSE REPORT

Recommendation Number:

1. **Closed.** This recommendation was closed on October 19, 2023.

2. **Closed.** This recommendation was closed on October 19, 2023.

3. **Closed.** **We recommended that the COPS Office ensure CCPD develops and implements policies and procedures to ensure sworn officer positions awarded under the CHP award are retained with state or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position.**

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop policies and procedures that ensures sworn officer positions awarded are retained with state or local funds for 12 months following the 36 months of award funding period.

   In its most recent response, the COPS Office stated that CCPD developed and implemented policies and procedures that ensures sworn funded officer positions awarded under the CHP award are retained with local county funds for a minimum of 12 months, following the conclusion of 36 months of federal funding, for each funded position. In addition, CCPD provided the COPS Office with a copy of its Grant Officer Employment Status Report which details the employment status of grant funded officers including backfills that have completed the 36 months of federal funding under the 2020 CHP award and have been retained by CCPD with local funding to fulfill the retention requirement.

   We reviewed the documentation provided and determined that it adequately addressed the recommendation. Therefore, this recommendation is closed.

4. **Closed.** This recommendation was closed on October 19, 2023.

5. **Closed.** This recommendation was closed on February 1, 2023.

6. **Closed.** This recommendation was closed on September 16, 2022.

7. **Closed.** This recommendation was closed on September 16, 2022.

8. **Closed.** This recommendation was closed on September 16, 2022.

9. **Closed.** This recommendation was closed on February 1, 2023.

10. **Closed.** This recommendation was closed on February 1, 2023.

11. **Closed.** This recommendation was closed on October 19, 2023.

12. **Closed. We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures to ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with CCPD's financial management system.**

    In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures that ensures project costs are supported and reconciles with grantee's financial management system.

    In its most recent response, the COPS Office stated that CCPD submitted supporting documentation that details updates to CCPD's policies and procedures related to reconciling project costs with Camden County's financial management system. The policy requires CCPD's Financial Manager to maintain a bi-weekly expenditure sheet of expenditures relating to award funded officers that includes the hours worked, hourly pay, and breakdown of fringe benefit. The financial manager is also responsible for preparing and submitting all expenditure sheets to the Camden County Finance Internal Accounting and Internal Auditor for review. In addition, the Financial Manager, Administrative Support, Logistics Commander, Budget, and Procurement Personnel are responsible for reviewing the financial system, internal controls, financial expenditure sheets, and adjusting journal monthly for consistent, accurate, reliable, and verifiable reporting.

    In addition, the COPS Office stated that CCPD adopted a new financial system relating to project costs of federal share and local match share of expenditures. The newly adopted financial system involves tracking award expenditures and ensuring payroll data is in accordance with the cost categories and the amount approved on the Financial Clearance Memo (FCM). In addition, Internal Accounting and Auditors can verify and recalculate salary and fringe benefits prior to approving payroll for payment. CCPD provided the COPS office with documentation to support the implementation of the newly adopted financial system.

    We reviewed the documentation provided and determined that it adequately addressed the recommendation. Therefore, this recommendation is closed.

May 10, 2022

Memorandum For: Robert Chapman
Acting Director
Office of Community Oriented Policing Services

Thomas O. Puerzer

From: Thomas O. Puerzer
Regional Audit Manager

Subject: Action Required on the Office of Community Oriented Policing Services Grants Awarded to the Camden County Police Department, New Jersey Audit Report Number 22-009

Based on your most recent correspondence, the subject audit remains resolved. The attachment summarizes the status of the report and details those actions still necessary for final closure.

In accordance with Office of Management and Budget Circular A-50, Revised, and Department of Justice Order 2900.6A, titled "Audit Follow-up and Resolution Policy," audit reports can be closed only after adequate documentation has been submitted showing that all agreed-upon actions have been completed. Therefore, please provide us within 180 days your response concerning specific actions completed or proposed on the recommendations.

If you have any questions, please call me on (215) 717-2980.

Attachment

cc: Cory D. Randolph
Deputy Director
Grant Operations Directorate
Office of Community Oriented Policing Services

Marcia O. Jackson
Assistant Director
Grant Monitoring Division
Office of Community Oriented Policing Services

Louise Duhamel
Acting Assistant Director
Audit Liaison Group
Internal Review and Evaluation Office
Justice Management Division

OFFICE OF THE INSPECTOR GENERAL, AUDIT DIVISION
ANALYSIS AND SUMMARY OF ACTIONS NECESSARY TO CLOSE REPORT

Recommendation Number:

1. Resolved. We recommended that the COPS Office ensure CCPD maintains adequate documentation that reflects grant-funded officers' progress and achievements in enhancing CCPD's community policing efforts, particularly within the primary focus and problem area.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to create policies that ensure adequate documentation of grant-funded officer's community policing effectiveness and achievements.

   In its most recent response, the COPS office stated that CCPD provided an updated copy of its signed Standard Operating Procedure titled "Grant Management and Administration" with an effective date of March 24, 2022. Based on our review, we found that the documentation did not adequately address our recommendation. Although the documentation directs CCPD to "maintain adequate documentation that supports the officers' progress and achievements in accordance with grant guidelines", it did not include evidence to support that CCPD has a process in place for maintaining adequate grant-funded officers' progress and achievements.

   This recommendation can be closed when we receive evidence to support that CCPD has a process in place to ensure adequate documentation of grant-funded officer's community policing effectiveness and achievements.

2. Resolved. We recommended that the COPS Office ensure CCPD develops and implements policies and procedures to ensure accomplishments reported in its progress reports are adequately supported and accurately reflect grant activities during the reporting period.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop policies and procedures that ensures accomplishments reported in progress reports are supported and reflect grant activities.

   In its most recent response, the COPS office stated that CCPD provided an updated copy of its signed Standard Operating Procedure titled "Grant Management and Administration" with an effective date of March 24, 2022. Based on our review, we found that the documentation did not adequately address our recommendation. Although the documentation directs CCPD to "submit accurate progress and federal financial reports in a timely manner", it did not include documentation to support that CCPD developed and implemented policies and procedures that ensure accomplishments reported in its progress reports are adequately supported and accurately reflect grant activities.

   This recommendation can be closed when we receive evidence to support that CCPD has implemented policies and procedures to ensure accomplishments reported in its progress reports are adequately supported and accurately reflect grant activities during the reporting period.

3. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements policies and procedures to ensure sworn officer positions awarded under the CHP award are retained with state or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop policies and procedures that ensures sworn officer positions awarded are retained with state or local funds for 12 months following the 36 months of award funding period.

   In its most recent response, the COPS office stated that CCPD provided an updated copy of its signed Standard Operating Procedure titled "Grant Management and Administration" with an effective date of March 24, 2022. Based on our review, we determined the documentation did not adequately address our recommendation. Specifically, it did not include evidence to support that CCPD developed and implemented policies and procedures for ensuring sworn officer positions awarded under the CHP award are retained with state or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position.

   This recommendation can be closed when we receive documentation demonstrating that CCPD has implemented policies and procedures that ensure sworn officer positions awarded under the CHP award are retained with state or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position.

4. **Resolved.** We recommended that the COPS Office require CCPD to establish a financial system that corrects internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to create policies that correct internal control deficiencies and ensures accurate and reliable grant administration reporting.

   In its most recent response, the COPS office stated that CCPD provided an updated copy of its signed Standard Operating Procedure titled "Grant Management and Administration" with an effective date of March 24, 2022. Based on our review, we found that the documentation did not adequately address our recommendation. Although the documentation directs CCPD to "advise the County of Camden that grant funds shall be kept separate from all other grant awards and/or other budget items and must have internal controls", it did not include evidence to support that CCPD established a financial system that corrects internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

   This recommendation can be closed when we receive evidence demonstrating that CCPD established a financial system that corrects internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

5. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures for grant administration, including accounting and recordkeeping, to ensure compliance with applicable laws, regulations, and award terms and conditions.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures for grant administration, accounting, and recordkeeping.

   In its most recent response, the COPS office stated that CCPD provided an updated copy of its signed Standard Operating Procedure titled "Grant Management and Administration" with an effective date of March 24, 2022. Based on our review, we determined that the documentation did not adequately address our recommendation. Specifically, it did not include evidence to support that CCPD developed and implemented policies and procedures for grant administration, including accounting and recordkeeping, to ensure compliance with applicable laws, regulations, and award terms and conditions.

   This recommendation can be closed when we receive documentation demonstrating that CCPD implemented policies and procedures for grant administration, that include accounting and recordkeeping, to ensure compliance with applicable laws, regulations, and award terms and conditions.

6. **Resolved.** We recommended that the COPS Office remedy the $4,062,015 in unsupported questioned costs associated with CCPD's inadequate accounting records.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD remedy the unsupported questioned costs associated with inadequate accounting records.

   In its most recent response, the COPS Office did not address this recommendation.

   This recommendation can be closed when we receive documentation demonstrating that the questioned costs have been remedied.

7. **Resolved.** We recommended that the COPS Office remedy $291,411 in unallowable questioned costs associated with CCPD's excess drawdowns.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD remedy the unallowable questioned costs associated with excess drawdowns.

   In its most recent response, the COPS Office did not address this recommendation.

   This recommendation can be closed when we receive documentation demonstrating that the questioned costs have been remedied.

8. **Resolved.** We recommended that the COPS Office remedy $1,354,005 in questioned costs, representing unsupported required local match costs for both grants.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to remedy the questioned costs associated with unsupported local match costs.

   In its most recent response, the COPS Office did not address this recommendation.

   This recommendation can be closed when we receive documentation demonstrating that the questioned costs have been remedied.

9. **Resolved.** We recommended that the COPS Office require CCPD to develop and implement policies and procedures to ensure accurate accounting of grant expenditures and local match, including payroll and fringe benefit expenditures, and ensure that records clearly demonstrate the local match contribution amount, source, and date.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop policies and procedures that ensures accurate accounting of grant expenditures and local match.

   In its most recent response, the COPS office stated that CCPD provided an updated copy of its signed Standard Operating Procedure titled "Grant Management and Administration" with an effective date of March 24, 2022. Based on our review, we found that the documentation did not adequately address our recommendation. Although the documentation directs CCPD to record and reconcile all grant matching funds, and source of matching funds in each separate grant budget maintained by the County of Camden's financial management system, it did not include specific policies and procedures to ensure accurate accounting of grant expenditures and local match, including payroll and fringe benefit expenditures, and ensure that records clearly demonstrate the local match contribution amount, source, and date.

   This recommendation can be closed when we receive documentation demonstrating that CCPD has implemented policies and procedures to ensure accurate accounting of grant expenditures and local match, including payroll and fringe benefit expenditures, and ensure that records clearly demonstrate the local match contribution amount, source, and date.

10. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures to ensure underlying records reconcile with the official accounting records to comply with budget management requirements.

    In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures that ensures record reconciliation with the official accounting records.

    In its most recent response, the COPS office stated that CCPD provided an updated copy of its signed Standard Operating Procedure titled "Grant Management and Administration" with an effective date of March 24, 2022. Based on our review, we found that the documentation did

not adequately address our recommendation because it did not include documentation to support that CCPD has developed and implemented policies and procedures to ensure underlying records reconcile with the official accounting records in compliance with budget management requirements.

This recommendation can be closed when we receive evidence to support that CCPD has implemented policies and procedures to ensure underlying records reconcile with the official accounting records to comply with budget management requirements.

11. Resolved. We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures for drawing down award funds based on actual payroll data from the CCPD financial management system and retains that documentation.

    In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures for drawing down award funds and retaining documentation.

    In its most recent response, the COPS office stated that CCPD provided an updated copy of its signed Standard Operating Procedure titled "Grant Management and Administration" with an effective date of March 24, 2022. Based on our review, we determined the documentation did not adequately address our recommendation. Although the documentation directs CCPD to "disperse grant funds per the rules governed by the grantor and the drawing down funds are based on actual and supported payroll data", it did not include specific policies and procedures for drawing down award funds based on actual payroll data from the CCPD financial management system and retaining that documentation.

    This recommendation can be closed when we receive evidence to support that CCPD implemented written policies and procedures for drawing down award funds based on actual payroll data from the CCPD financial management system and retains that documentation.

12. Resolved. We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures to ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with CCPD's financial management system.

    In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures that ensure project costs are supported and reconcile with CCPD's financial management system.

    In its most recent response, the COPS office stated that CCPD provided an updated copy of its signed Standard Operating Procedure titled "Grant Management and Administration" with an effective date of March 24, 2022. Based on our review, we determined the documentation did not adequately address our recommendation. Although the documentation directs CCPD to "provide supporting documentation/ financial expenditure regarding reconciliation against the County of Camden's records", it did not include specific policies and procedures to ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with CCPD's financial management system.

This recommendation can be closed when we receive evidence to support that CCPD has implemented policies and procedures that ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with CCPD's financial management system.

LIMITED OFFICIAL USE

The attached information must be protected and not released to unauthorized individuals. Use of this cover sheet is in accordance with the Department of Justice regulation on the control of Limited Official Use information.

February 1, 2023

Memorandum For: Robert Chapman
Acting Director
Office of Community Oriented Policing Services

Thomas O. Puerzer

From: Thomas O. Puerzer
Regional Audit Manager

Subject: Action Required on the Office of Community Oriented Policing Services Grants Awarded to the Camden County Police Department, New Jersey Audit Report Number 22-009

Based on your most recent correspondence, the subject audit remains resolved. The attachment summarizes the status of the report and details those actions still necessary for final closure.

In accordance with Office of Management and Budget Circular A-50, Revised, and Department of Justice Order 2900.6A, titled "Audit Follow-up and Resolution Policy," audit reports can be closed only after adequate documentation has been submitted showing that all agreed-upon actions have been completed. Therefore, please provide us within 180 days your response concerning specific actions completed or proposed on the recommendations.

If you have any questions, please call me on (b) (6) .

Attachment

cc: Cory D. Randolph
Deputy Director
Grant Operations Directorate
Office of Community Oriented Policing Services

Marcia O. Jackson
Assistant Director
Grant Monitoring Division
Office of Community Oriented Policing Services

Louise Duhamel
Assistant Director
Audit Liaison Group
Internal Review and Evaluation Office
Justice Management Division

OFFICE OF THE INSPECTOR GENERAL, AUDIT DIVISION
ANALYSIS AND SUMMARY OF ACTIONS NECESSARY TO CLOSE REPORT

Recommendation Number:

1. **Resolved.** We recommended that the COPS Office ensure CCPD maintains adequate documentation that reflects the grant-funded officers' progress and achievements in enhancing CCPD's community policing efforts, particularly within the primary focus and problem area.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to create policies that ensure adequate documentation of grant-funded officer's community policing effectiveness and achievements.

   In its most recent response, the COPS Office did not address this recommendation. This recommendation can be closed when we receive evidence to support that CCPD has a process in place to ensure adequate documentation of grant-funded officer's community policing effectiveness and achievements.

2. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements policies and procedures to ensure accomplishments reported in its progress reports are adequately supported and accurately reflect grant activities during the reporting period.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop policies and procedures that ensures accomplishments reported in progress reports are supported and reflect grant activities.

   In its most recent response, the COPS Office did not address this recommendation. This recommendation can be closed when we receive evidence to support that CCPD has implemented policies and procedures to ensure accomplishments reported in its progress reports are adequately supported and accurately reflect grant activities during the reporting period.

3. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements policies and procedures to ensure sworn officer positions awarded under the CHP award are retained with state or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop policies and procedures that ensures sworn officer positions awarded are retained with state or local funds for 12 months following the 36 months of award funding period.

   In its most recent response, the COPS Office stated that CCPD provided a copy of its updated policies and procedures titled "COPS Grant Management & Administration" with an effective

date of September 6, 2022, to ensure compliance with applicable laws, regulations, and award terms and conditions. In addition, the COPS Office stated that CCPD provided its Budget Status Report that detailed the allocation of funds for police services in the CCPD's budget for the COPS grant local match requirement. The COPS Office considered the documentation sufficient to adequately address the recommendation.

Based on our review, we determined the documentation did not adequately address our recommendation. While the updated policy directs CCPD officials to address this recommendation, it did not include evidence to support the specific policies and procedures CCPD implemented to ensure sworn officer positions awarded are retained with state or local funds for 12 months following the 36 months of award funding period.

This recommendation can be closed when we receive documentation demonstrating that CCPD has implemented policies and procedures that ensure sworn officer positions awarded under the CHP award are retained with state or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position.

4. **Resolved.** We recommended that the COPS Office require CCPD to establish a financial system that corrects internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to create policies that corrects internal control deficiencies and ensures accurate and reliable grant administration reporting.

   In its most recent response, the COPS Office stated that CCPD provided documentation to support that CCPD established a financial system that corrects significant internal control deficiencies. Specifically, CCPD provided a copy of its accounting activity listings that detail the COPS grant expenditures and fund balances for the COPS Hiring Grant Program. The COPS office determined that CCPD established a financial system demonstrating that it produces consistent, accurate, reliable, and verifiable information. Based on our review, we found that the documentation CCPD provided was insufficient to determine whether CCPD established a financial system that corrects significant internal control deficiencies. Specifically, the supporting documentation lacked underlying records that correspond to the accounting activity listings that CCPD provided to the COPS Office, which is needed to assess whether CCPD's official accounting records were accurate and reliable.

   This recommendation can be closed when we receive evidence demonstrating that CCPD established a financial system that corrects internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

5. **Closed.** We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures for grant administration, including accounting and recordkeeping, to ensure compliance with applicable laws, regulations, and award terms and conditions.

In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures for grant administration, accounting, and recordkeeping.

In its most recent response, the COPS Office stated that CCPD provided a copy of its updated policies and procedures titled "COPS Grant Management & Administration" with an effective date of September 6, 2022, to ensure compliance with applicable laws, regulations, and award terms and conditions. In addition, the COPS office stated that CCPD provided a newly adopted grant expenditure tracking worksheet that is now being used to track salaries and benefits of sworn officers hired under the award to ensure costs charged to the award are within the cost category and amount that was approved on the grant Financial Clearance Memo (FCM). The tracking worksheet is used to ensure proper accounting and recordkeeping and assure compliance with award terms and conditions.

We reviewed the documentation provided and determined that it adequately addressed the recommendation. Therefore, this recommendation is closed.

6. **Closed.** This recommendation was closed on September 16, 2022.

7. **Closed.** This recommendation was closed on September 16, 2022.

8. **Closed.** This recommendation was closed on September 16, 2022.

9. **Closed.** We recommended that the COPS Office require CCPD to develop and implement policies and procedures to ensure accurate accounting of grant expenditures and local match, including payroll and fringe benefit expenditures, and ensure that records clearly demonstrate the local match contribution amount, source, and date.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop policies and procedures that ensures accurate accounting of grant expenditures and local match.

   In its most recent response, the COPS Office stated that CCPD provided a copy of its updated policies and procedures titled "COPS Grant Management & Administration" with an effective date of September 6, 2022, to ensure compliance with applicable laws, regulations, and award terms and conditions. In addition, the COPS Office stated that CCPD provided a newly adopted grant expenditure tracking worksheet that is used to track grant fund expenditures for salaries and fringe benefits including CCPD's local match contribution portion of the sworn officers' salaries and benefits. Lastly, CCPD provided a copy of CCPD's Budget Status Report that details the CCPD's local match amount, source, and date in the CCPD's budget for police services. The COPS Office considered the documentation sufficient to adequately address the recommendation.

   We reviewed the documentation provided and determined that it adequately addressed the recommendation. Therefore, this recommendation is closed.

10. **Closed.** We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures to ensure underlying records reconcile with the official accounting records to comply with budget management requirements.

    In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures that ensures record reconciliation with the official accounting records.

    In its most recent response, the COPS Office stated that CCPD provided a copy of its updated policies and procedures titled "COPS Grant Management & Administration" with an effective date of September 6, 2022, to ensure compliance with applicable laws, regulations, and award terms and conditions. The COPS Office considered the documentation sufficient to adequately address the recommendation. In addition, according to the COPS Office, CCPD stated that the County Finance Department reconciles accounting records and are compliant with budget management requirements and the documentation used includes the financial expenditure tracking spreadsheets. Additionally, those spreadsheets are reviewed by the County Finance Department and the Internal Auditors. Lastly, CCPD provided the COPS Office with a copy of its accounting activity listings, that details the COPS grant expenditures and fund balances for COPS Hiring Grant Program, reflecting official accounting records that are reconciled to the expenditure tracking worksheet.

    We reviewed the documentation provided and determined that it adequately addressed the recommendation. Therefore, this recommendation is closed.

11. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures for drawing down award funds based on actual payroll data from the CCPD financial management system and retains that documentation.

    In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures for drawing down award funds and retaining documentation.

    In its most recent response, the COPS Office stated that CCPD provided a copy of its updated policies and procedures titled "COPS Grant Management & Administration" with an effective date of September 6, 2022, to ensure compliance with applicable laws, regulations, and award terms and conditions. The COPS Office considered the documentation sufficient to adequately address the recommendation. In addition, according to the COPS Office, CCPD stated that "the Department hasn't completed a drawdown since January 2022. With the new procedures as of April 2022, it was prudent to hold on drawdowns until after the current reporting quarter ending on September 30, 2022".

    We reviewed the documentation provided and determined that it adequately addressed the recommendation. However, as mentioned above, CCPD did not exercise the updated procedures for drawing down award funds. This recommendation can be closed when we receive evidence demonstrating that CCPD adhered to the updated policies and procedures related to drawing down award funds.

12. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures to ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with CCPD's financial management system.

    In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures that ensures project costs are supported and reconciles with grantee's financial management system.

    In its most recent response, the COPS Office stated that CCPD provided a copy of its updated policies and procedures titled "COPS Grant Management & Administration" with an effective date of September 6, 2022, to ensure compliance with applicable laws, regulations, and award terms and conditions. The COPS Office considered the documentation sufficient to adequately address the recommendation. In addition, CCPD provided the COPS Office with a newly adopted grant expenditure tracking worksheet that is used to track grant fund expenditures for salaries and fringe benefits including the Department's local match contribution portion of the sworn officers' salaries and benefits. In addition, the COPS office stated that CCPD provided a copy of its accounting activity listing that details the COPS grant expenditures and fund balances for COPS Hiring Grant Program showing reconciliation process with the expenditure tracking worksheet.

    Based on our review, we found that the supporting documentation did not correspond to the accounting activity listings that CCPD provided to the COPS Office, which is needed to verify whether CCPD's policies and procedures ensure that project costs are supported and reconcile with a grantee's financial management system. This recommendation can be closed when we receive evidence that demonstrates project costs are supported and reconcile with CCPD's financial management system.

September 16, 2022

Memorandum For: Robert Chapman
Acting Director
Office of Community Oriented Policing Services

Thomas O. Puerzer

From: Thomas O. Puerzer
Regional Audit Manager

Subject: Action Required on the Office of Community Oriented Policing Services Grants Awarded to the Camden County Police Department, New Jersey Audit Report Number 22-009

Based on your most recent correspondence, the subject audit remains resolved. The attachment summarizes the status of the report and details those actions still necessary for final closure.

In accordance with Office of Management and Budget Circular A-50, Revised, and Department of Justice Order 2900.6A, titled "Audit Follow-up and Resolution Policy," audit reports can be closed only after adequate documentation has been submitted showing that all agreed-upon actions have been completed. Therefore, please provide us within 180 days your response concerning specific actions completed or proposed on the recommendations.

If you have any questions, please call me on (b) (6) .

Attachment

cc: Cory D. Randolph
Deputy Director
Grant Operations Directorate
Office of Community Oriented Policing Services

Marcia O. Jackson
Assistant Director
Grant Monitoring Division
Office of Community Oriented Policing Services

Louise Duhamel
Acting Assistant Director
Audit Liaison Group
Internal Review and Evaluation Office
Justice Management Division

OFFICE OF THE INSPECTOR GENERAL, AUDIT DIVISION
ANALYSIS AND SUMMARY OF ACTIONS NECESSARY TO CLOSE REPORT

Recommendation Number:

1. **Resolved.** We recommended that the COPS Office ensure CCPD maintains adequate documentation that reflects the grant-funded officers' progress and achievements in enhancing CCPD's community policing efforts, particularly within the primary focus and problem area.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to create policies that ensure adequate documentation of grant-funded officer's community policing effectiveness and achievements.

   In its most recent response, the COPS Office did not address this recommendation. This recommendation can be closed when we receive evidence to support that CCPD has a process in place to ensure adequate documentation of grant-funded officer's community policing effectiveness and achievements.

2. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements policies and procedures to ensure accomplishments reported in its progress reports are adequately supported and accurately reflect grant activities during the reporting period.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop policies and procedures that ensures accomplishments reported in progress reports are supported and reflect grant activities.

   In its most recent response, the COPS Office did not address this recommendation. This recommendation can be closed when we receive evidence to support that CCPD has implemented policies and procedures to ensure accomplishments reported in its progress reports are adequately supported and accurately reflect grant activities during the reporting period.

3. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements policies and procedures to ensure sworn officer positions awarded under the CHP award are retained with state or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop policies and procedures that ensures sworn officer positions awarded are retained with state or local funds for 12 months following the 36 months of award funding period.

   In its most recent response, the COPS Office did not address this recommendation.

This recommendation can be closed when we receive documentation demonstrating that CCPD has implemented policies and procedures that ensure sworn officer positions awarded under the CHP award are retained with state or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position.

4. **Resolved.** We recommended that the COPS Office require CCPD to establish a financial system that corrects internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to create policies that corrects internal control deficiencies and ensures accurate and reliable grant administration reporting

   In its most recent response, the COPS Office did not address this recommendation.

   This recommendation can be closed when we receive evidence demonstrating that CCPD established a financial system that corrects internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

5. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures for grant administration, including accounting and recordkeeping, to ensure compliance with applicable laws, regulations, and award terms and conditions.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures for grant administration, accounting, and recordkeeping.

   In its most recent response, the COPS Office did not address this recommendation.

   This recommendation can be closed when we receive documentation demonstrating that CCPD implemented policies and procedures for grant administration, that include accounting and recordkeeping, to ensure compliance with applicable laws, regulations, and award terms and conditions.

6. **Closed.** We recommended that the COPS Office remedy the $4,062,015 in unsupported questioned costs associated with CCPD's inadequate accounting records.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to remedy the unsupported questioned costs associated with inadequate accounting records.

   In its most recent response, the COPS Office stated that it performed a review of the supporting documentation provided by CCPD to determine the allowable salaries and fringe benefits as approved on the Financial Clearance Memo to determine any unsupported questioned cost charged to the awards. The COPS Office provided a detailed summary outlining the unallowable personnel and fringe charged to the grant. The COPS Office

determined that CCPD expended a total of $897,419 in unallowable costs for both grants. In its response, the COPS Office stated that it required CCPD to repay the $897,419 in unallowable costs to the Department and provided documentation to support that the money was repaid.

Based on our review of the documentation provided to support the COPS Office's review of CCPD's expenditures and CCPD's repayment of $897,419 in unallowable costs, we determined that these actions adequately addressed the recommendation. Therefore, this recommendation is closed.

7. **Closed.** We recommended that the COPS Office remedy $291,411 in unallowable questioned costs associated with CCPD's excess drawdowns.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD remedy the unallowable questioned costs associated with excess drawdowns.

   In its most recent response, the COPS Office stated that it provided supporting documentation and CCPD's repayment of funds as it related to the unallowable questioned and unsupported costs associated with excess drawdowns identified under both awards. Additionally, the COPS Office verified repayment with OJP which demonstrates that the questioned costs have been remedied.

   We reviewed the documentation provided and based on CCPD's repayment of $897,419, we determined that it adequately addressed the recommendation. Therefore, this recommendation is closed.

8. **Closed.** We recommended that the COPS Office remedy $1,354,005 in questioned costs, representing unsupported required local match costs for both grants.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to remedy the questioned costs associated with unsupported local match costs.

   In its most recent response, the COPS Office stated that the CCPD provided worksheet and adjusting journals that detailed CCPD's annual local match contribution of $236,907 under CHP award 2015-UM-WX-0179 and $346,089 under CHP award 2016-UM-WX-0191. Based on its review of the documentation, the COPS Office confirmed that CCPD contributed the required local match under both awards demonstrating that the questioned costs have been remedied.

   We reviewed the documentation provided and determined that it adequately addressed the recommendation. Therefore, this recommendation is closed.

9. **Resolved.** We recommended that the COPS Office require CCPD to develop and implement policies and procedures to ensure accurate accounting of grant expenditures and local match,

including payroll and fringe benefit expenditures, and ensure that records clearly demonstrate the local match contribution amount, source, and date.

In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop policies and procedures that ensures accurate accounting of grant expenditures and local match.

In its most recent response, the COPS Office did not address this recommendation.

This recommendation can be closed when we receive documentation demonstrating that CCPD has implemented policies and procedures to ensure accurate accounting of grant expenditures and local match, including payroll and fringe benefit expenditures, and ensure that records clearly demonstrate the local match contribution amount, source, and date.

10. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures to ensure underlying records reconcile with the official accounting records to comply with budget management requirements.

    In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures that ensures record reconciliation with the official accounting records.

    In its most recent response, the COPS Office did not address this recommendation.

    This recommendation can be closed when we receive evidence to support that CCPD has implemented policies and procedures to ensure underlying records reconcile with the official accounting records to comply with budget management requirements.

11. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures for drawing down award funds based on actual payroll data from the CCPD financial management system and retains that documentation.

    In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures for drawing down award funds and retaining documentation.

    In its most recent response, the COPS Office did not address this recommendation.

    This recommendation can be closed when we receive evidence to support that CCPD implemented written policies and procedures for drawing down award funds based on actual payroll data from the CCPD financial management system and retains that documentation.

12. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures to ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with CCPD's financial management system.

In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures that ensures project costs are supported and reconciles with grantee's financial management system.

In its most recent response, the COPS Office did not address this recommendation.

This recommendation can be closed when we receive evidence to support that CCPD has implemented policies and procedures that ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with CCPD's financial management system.

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DEPARTMENT OF JUSTICE | OFFICE OF THE INSPECTOR GENERAL

September 11, 2023

Memorandum For: Hugh T. Clements, Jr.
Director
Office of Community Oriented Policing Services

Thomas O. Puerzer

From: Thomas O. Puerzer
Regional Audit Manager
Philadelphia Regional Audit Office

Subject: Action Required on the Office of Community Oriented Policing Services Grants Awarded to the Camden County Police Department, New Jersey
Audit Report Number 22-009

Based on your most recent correspondence, the subject audit remains resolved. The attachment summarizes the status of the report and details those actions still necessary for final closure.

In accordance with Office of Management and Budget Circular A-50, Revised, and Department of Justice Order 2900.6A, titled "Audit Follow-up and Resolution Policy," audit reports can be closed only after adequate documentation has been submitted showing that all agreed-upon actions have been completed. Therefore, please provide us within 180 days your response concerning specific actions completed or proposed on the recommendations.

If you have any questions, please call me on (b) (6) .

Attachment

cc: Cory D. Randolph
Deputy Director
Grant Operations Directorate
Office of Community Oriented Policing Services

Marcia O. Jackson
Assistant Director
Grant Monitoring Division
Office of Community Oriented Policing Services

Louise Duhamel
Assistant Director
Audit Liaison Group
Internal Review and Evaluation Office
Justice Management Division

OFFICE OF THE INSPECTOR GENERAL, AUDIT DIVISION
ANALYSIS AND SUMMARY OF ACTIONS NECESSARY TO CLOSE REPORT

Recommendation Number:

1. **Resolved.** We recommended that the COPS Office ensure CCPD maintains adequate documentation that reflects the grant-funded officers' progress and achievements in enhancing CCPD's community policing efforts, particularly within the primary focus and problem area.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to create policies that ensure adequate documentation of grant-funded officer's community policing effectiveness and achievements.

   In its most recent response, the COPS Office did not address this recommendation specifically, but stated that the COPS Office has held several meetings with CCPD to provide guidance on how to suitably address each resolved recommendation and that, due to the age of the awards and the turnover in CCPD staff, the process of gathering documentation has been longer than anticipated. The COPS Office further stated that it is currently working with CCPD to gather adequate documentation to close these recommendations.

   This recommendation can be closed when we receive evidence to support that CCPD has a process in place to ensure adequate documentation of grant-funded officer's community policing effectiveness and achievements.

2. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements policies and procedures to ensure accomplishments reported in its progress reports are adequately supported and accurately reflect grant activities during the reporting period.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop policies and procedures that ensures accomplishments reported in progress reports are supported and reflect grant activities.

   In its most recent response, the COPS Office did not address this recommendation specifically, but stated that the COPS Office has held several meetings with CCPD to provide guidance on how to suitably address each resolved recommendation and that, due to the age of the awards and the turnover in CCPD staff, the process of gathering documentation has been longer than anticipated. The COPS Office further stated that it is currently working with CCPD to gather adequate documentation to close these recommendations.

   This recommendation can be closed when we receive evidence to support that CCPD has implemented policies and procedures to ensure accomplishments reported in its progress reports are adequately supported and accurately reflect grant activities during the reporting period.

3. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements policies and procedures to ensure sworn officer positions awarded under the CHP award are retained with state or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop policies and procedures that ensures sworn officer positions awarded are retained with state or local funds for 12 months following the 36 months of award funding period.

   In its most recent response, the COPS Office did not address this recommendation specifically, but stated that the COPS Office has held several meetings with CCPD to provide guidance on how to suitably address each resolved recommendation and that, due to the age of the awards and the turnover in CCPD staff, the process of gathering documentation has been longer than anticipated. The COPS Office further stated that it is currently working with CCPD to gather adequate documentation to close these recommendations.

   This recommendation can be closed when we receive documentation demonstrating that CCPD has implemented policies and procedures that ensure sworn officer positions awarded under the CHP award are retained with state or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position.

4. **Resolved.** We recommended that the COPS Office require CCPD to establish a financial system that corrects internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to create policies that corrects internal control deficiencies and ensures accurate and reliable grant administration reporting.

   In its most recent response, the COPS Office did not address this recommendation specifically, but stated that the COPS Office has held several meetings with CCPD to provide guidance on how to suitably address each resolved recommendation and that, due to the age of the awards and the turnover in CCPD staff, the process of gathering documentation has been longer than anticipated. The COPS Office further stated that it is currently working with CCPD to gather adequate documentation to close these recommendations.

   This recommendation can be closed when we receive evidence demonstrating that CCPD established a financial system that corrects internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

5. **Closed.** This recommendation was closed on February 1, 2023.

6. **Closed.** This recommendation was closed on September 16, 2022.

7. **Closed.** This recommendation was closed on September 16, 2022.

8. **Closed.** This recommendation was closed on September 16, 2022.

9. **Closed.** This recommendation was closed on February 1, 2023.

10. **Closed.** This recommendation was closed on February 1, 2023.

11. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures for drawing down award funds based on actual payroll data from the CCPD financial management system and retains that documentation.

    In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures for drawing down award funds and retaining documentation.

    In its most recent response, the COPS Office did not address this recommendation specifically, but stated that the COPS Office has held several meetings with CCPD to provide guidance on how to suitably address each resolved recommendation and that, due to the age of the awards and the turnover in CCPD staff, the process of gathering documentation has been longer than anticipated. The COPS Office further stated that it is currently working with CCPD to gather adequate documentation to close these recommendations.

    This recommendation can be closed when we receive evidence demonstrating that CCPD adhered to the updated policies and procedures related to drawing down award funds.

12. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures to ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with CCPD's financial management system.

    In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures that ensures project costs are supported and reconciles with grantee's financial management system.

    In its most recent response, the COPS Office did not address this recommendation specifically, but stated that the COPS Office has held several meetings with CCPD to provide guidance on how to suitably address each resolved recommendation and that, due to the age of the awards and the turnover in CCPD staff, the process of gathering documentation has been longer than anticipated. The COPS Office further stated that it is currently working with CCPD to gather adequate documentation to close these recommendations.

    This recommendation can be closed when we receive evidence that demonstrates project costs are supported and reconcile with CCPD's financial management system.

LIMITED OFFICIAL USE

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DEPARTMENT OF JUSTICE | OFFICE OF THE INSPECTOR GENERAL

October 19, 2023

Memorandum For: Hugh T. Clements, Jr.
Director
Office of Community Oriented Policing Services

From: Thomas O. Puerzer
Regional Audit Manager
Philadelphia Regional Audit Office

Subject: Action Required on the Office of Community Oriented Policing Services Grants Awarded to the Camden County Police Department, New Jersey
Audit Report Number 22-009

Based on your most recent correspondence, the subject audit remains resolved. The attachment summarizes the status of the report and details those actions still necessary for final closure.

In accordance with Office of Management and Budget Circular A-50, Revised, and Department of Justice Order 2900.6A, titled "Audit Follow-up and Resolution Policy," audit reports can be closed only after adequate documentation has been submitted showing that all agreed-upon actions have been completed. Therefore, please provide us within 180 days your response concerning specific actions completed or proposed on the recommendations.

If you have any questions, please call me on (b) (6) .

Attachment

cc: Cory D. Randolph
Deputy Director
Grant Operations Directorate
Office of Community Oriented Policing Services

Marcia O. Jackson
Assistant Director
Grant Monitoring Division
Office of Community Oriented Policing Services

Louise Duhamel
Assistant Director
Audit Liaison Group
Internal Review and Evaluation Office
Justice Management Division

OFFICE OF THE INSPECTOR GENERAL, AUDIT DIVISION
ANALYSIS AND SUMMARY OF ACTIONS NECESSARY TO CLOSE REPORT

Recommendation Number:

1. **Closed.** We recommended that the COPS Office ensure CCPD maintains adequate documentation that reflects the grant-funded officers' progress and achievements in enhancing CCPD's community policing efforts, particularly within the primary focus and problem area.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to create policies that ensure adequate documentation of grant-funded officer's community policing effectiveness and achievements.

   In its most recent response, the COPS Office stated that CCPD submitted supporting documentation that details the grant-funded officers' progress and achievements in enhancing its community policing efforts to include the primary focus and problem area of reducing violent crime and homicide through officer presence, visibility, and community presence. The COPS office also determined that CCPD is currently maintaining adequate documentation of the grant-funded officers' progress and achievements in CCPD's Record Management Systems, and that the officers' achievements are in accordance with the problem area identified in the 2020 COPS Hiring Program award application and progress reports.

   Based on our review of the documentation provided to support the COPS Office's review of documentation that reflects grant-funded officers' progress and achievements in enhancing CCPD's community policing efforts, particularly within the primary focus and problem area, we determined it adequately addressed the recommendation. Therefore, this recommendation is closed.

2. **Closed.** We recommended that the COPS Office ensure CCPD develops and implements policies and procedures to ensure accomplishments reported in its progress reports are adequately supported and accurately reflect grant activities during the reporting period.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop policies and procedures that ensures accomplishments reported in progress reports are supported and reflect grant activities.

   In its most recent response, the COPS Office stated that it reviewed documentation to support updates to CCPD's policies and procedures related to progress reports. Specifically, whether the updated policies and procedures ensure the accomplishments reported in CCPD's progress reports are adequately supported and accurately reflect grant activities during the reporting period. CCPD submitted a revised copy of its policy and procedures, effective September 6, 2022. The policy states that the Administrative Support and Logistics Commander will develop and implement a daily report of each COPS funded officers' community engagement accomplishments. On September 6, 2023, CCPD provided the COPS Office with a copy of its grant-funded officers' achievements under the 2020 CHP award. The

COPS office reviewed two quarterly progress reports and found that the activities and efforts listed in the Community Policing Achievements document were consistent with CCPD's progress reports. As a result, the COPS office determined that CCPD developed and implemented policy and procedures that ensures the accomplishments reported in its progress reports are consistent with the grant officers' activities documented in the daily report for the same period.

Based on our review of the documentation provided to support the implementation of CCPD's updated policies and procedures related to progress reports to ensure accomplishments are adequately supported and accurately reflect grant activities during the reporting period, we determined it adequately addressed the recommendation. Therefore, this recommendation is closed.

3. Resolved. We recommended that the COPS Office ensure CCPD develops and implements policies and procedures to ensure sworn officer positions awarded under the CHP award are retained with state or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop policies and procedures that ensures sworn officer positions awarded are retained with state or local funds for 12 months following the 36 months of award funding period.

   In its most recent response, the COPS Office did not address this recommendation.

   This recommendation can be closed when we receive documentation demonstrating that CCPD has implemented policies and procedures that ensure sworn officer positions awarded under the CHP award are retained with state or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position.

4. Closed. We recommended that the COPS Office require CCPD to establish a financial system that corrects internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to create policies that corrects internal control deficiencies and ensures accurate and reliable grant administration reporting.

   In its most recent response, the COPS Office stated that CCPD submitted supporting documentation that details a newly established and adopted financial system for tracking its award expenditures that includes salaries and fringe benefits of grant-funded officers. The COPS Office reviewed CCPD's Financial Expenditure Tracking Worksheet from the abovementioned financial system to support the updates to its policies and procedures related to its financial system and procedures. The policy states that the Financial Manager will keep a bi-weekly pay expenditure sheet of COPS funded officers. Expenditure sheet to include, hours worked, hourly pay, and fringe benefits breakdown. The Financial Manager,

Administrative Support, Logistics Commander, Budget, and Procurement Personnel will meet monthly to review the financial system and internal controls to include financial expenditure sheet and adjusting journal for consistent, accurate, reliable, and verifiable reporting. According to the COPS office the new financial system allows CCPD staff to verify and recalculate salary and benefits before approving payroll for payment, thereby, detecting and preventing overpayment and underpayment of salaries and benefits, and ensuring a reliable and verifiable accounting report. In addition, CCPD's newly established internal controls require that all grant financial reports and supporting documentation are reviewed and verified by Senior Management in Camden County Finance Department.

Based on our review of the documentation provided to support the implementation of CCPD's updated policies and procedures and newly adopted financial system that corrects internal control deficiencies to produce consistent, accurate, reliable, and verifiable reporting, we determined it adequately addressed the recommendation. Therefore, this recommendation is closed.

5. **Closed.** This recommendation was closed on February 1, 2023.

6. **Closed.** This recommendation was closed on September 16, 2022.

7. **Closed.** This recommendation was closed on September 16, 2022.

8. **Closed.** This recommendation was closed on September 16, 2022.

9. **Closed.** This recommendation was closed on February 1, 2023.

10. **Closed.** This recommendation was closed on February 1, 2023.

11. **Closed.** We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures for drawing down award funds based on actual payroll data from the CCPD financial management system and retains that documentation.

    In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures for drawing down award funds and retaining documentation.

    In its most recent response, the COPS Office stated that it reviewed supporting documentation CCPD submitted to support the updates to its policies and procedures related to the process of drawing down award funds. On September 6, 2022, CCPD adopted a revised policy that states Financial Manager and Grants Entity Administrator will meet prior to executing a quarterly drawdown of reimbursement funds from the Automated Standard Application for Payment (ASAP) account to ensure federal share of expenditures are reconciled with Camden County financial management system and the documented internal expenditure sheets. Post drawdown, the Financial Manager and Grants Entity Administrator will follow up with Camden County Treasurer to ensure the payment was deposited. Confirmation of drawdown will be kept on file with both CCPD Administrative Support, Financial Manager and Grants Entity Administrator to ensure accurate record keeping. The Financial Manager, Payroll Director and

CCPD Administrative Support and Logistic Commander will meet quarterly to document actual payroll data from the accounting system to ensure consistent and verifiable reporting. Based on the revised policy and the newly adopted financial management system discussed in recommendation 4, the COPS Office determined that the quarterly draw down amounts are reflective of actual payroll data of salaries and fringe benefits as approved on the Financial Clearance Memorandum and that all documentation relating to this process is retained.

Based on our review of the documentation provided to support the implementation of CCPD's updated policies and procedures for drawing down award funds based on actual payroll data from the Camden County financial management system, including documentation retained to support the drawdown amount, we determined it adequately addressed the recommendation. Therefore, this recommendation is closed.

12. **Resolved.** We recommended that the COPS Office ensure CCPD develops and implements written policies and procedures to ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with CCPD's financial management system.

    In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with CCPD to develop written policies and procedures that ensures project costs are supported and reconciles with grantee's financial management system.

    In its most recent response, the COPS Office did not address this recommendation.

    This recommendation can be closed when we receive evidence that demonstrates project costs are supported and reconcile with CCPD's financial management system.

To: Grant Monitoring File

From: Monique Bolton
Grant Management Specialist

Subject: Central Falls, City of/ RI00401

Date: 8/5/2024 3:31:00 PM

I. Overview of EOBGR

On June 18, 2024, Grant Monitoring Specialist Mrs. Bolton conducted an Enhanced Office Based Grant Review (EOBGR) with the City of Central Falls Rhode Island ("the Department"). The purpose of the EOBGR were to assess compliance with the COPS grant awards regulations, terms, and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant awards were reviewed: COPS Hiring Program (CHP) Award #15JCOPS-22-GG-03407-UHPX.

Mrs. Bolton conducted an entrance interview with Colonel (b) (6) During this initial portion of the EOBGR, Mrs. Bolton provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.
After opening remarks and introductions, Mrs. Bolton discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards.
During this portion of the EOBGR, Mrs. Bolton was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP grant awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The City of Central Falls Rhode Island has created institutions and school districts that dispatch community policing services. They reached out to communities and create special events that include Shop with A Cop, Special Olympics, Autism Project and Young Men Breaking Barriers.The Lieutenant works with "Girls on the Go Team" and visits many schools to read various classes through out the year.

The City of Central Falls Rhode Island spends 40 hours a week to help family service intervention. They also assist with Domestic Violence when children are involved. They provide stabilization to work with law enforcement and emergency personnel.

In a subsequent discussion, Mrs. Bolton discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's CHP grant awards. During the discussion, Mrs. Bolton reviewed the salaries and fringe benefits, invoices, purchase orders, training expenditures, inventory records and other relevant financial documentation for each grant award.

The EOBGR concluded with an exit interview with (b) (6) A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 580 Broad Street Central Falls, RI, 02863

Title: Colonel
Phone: (401) 616-2501
Fax: (401) 727-7417
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 580 Broad Street Central Falls, RI, 02863

Title: Mayor
Phone: (401) 727-7400
Fax: (401) 727-7422
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title:
Phone: (401) 727-7411

Site Visit Contact 2
Name: (b) (6)

Title:
Phone: (401) 727-7411

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services? N/A

Start-Up Agency Questions

Is this a start-up Agency? N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time
7/1/2022	6/30/2021	36	0	39	0
7/1/2023	6/30/2024	36	0	40	0
7/1/2023	6/30/2022	36	0	36	0

HIRING 3.0 COPS GRANT

ORI:	RI00401	**GRANTEE NAME:**	Central Falls, City of
GRANT:	15JCOPS22GG03407UHPX		
AWARD AMOUNT:	$1,197,460.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):	City of Central Falls		
START DATE:	2022-10-01	**END DATE:**	2027-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

6 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The positions will be filled once the officers who are attending the RI Municipal Police Academy. Under state law all officers must graduated the academy prior to being hired by a municipal police department. Once the four recruits have successfully completed the academy they will be offered and hired a position on our department.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	6	FT	PT
Total Number of COPS Positions Hired:	2	FT	PT
Total Number in academy:	4	FT	PT

Total Number on the Street:	2	FT	PT
Total Number of COPS Funded Positions Vacant:	4	FT	PT
Total Number of Local Vacant Positions		FT	PT
Dates Vacant Positions will be Filled:		Date	

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☐ No

Date(s) of hire:

See hire and retention worksheet

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☑ No

Primary activities of COPS-funded positions and/or redeployed officers:

Awarded officers are assigned to the City of Rhode Island to address the crime/community policing problem identified Gun violence.The agency engages in community policing along with the Non Violence Institute. CHP officers were hired to address community policing efforts, specifically in Central Falls School Department and Central Falls Housing Authority.

Grant Award Requirements:

CHP Award #15JCOPS-22-GG-03407-UHPX was awarded to the City of Central Falls Rhode Island in the amount of $1,197,460.00 in federal funds over a three-year/36-month award funding period for the approved entry-level salary and fringe benefits for six (6) new-hire full-time sworn career law enforcement officer. The start date of this grant award is October 1, 2022, and the end date was extended to September 30, 2027.

Comments:

During the EOBGR, a review was performed of the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award. Mrs. Bolton conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. In addition, a review of the award recipient's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted, demonstrating that active and timely steps were taken to backfill local vacancies. No compliance issues were identified.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Agency has spent funds on fringe benefits that were not included in their original approved budget. The amount of funds spent was $13,696.69. The line items that were not approved in the budget was health insurance, life insurance, medical insurance and dental insurance. As a remedy, the agency will do an offset by reducing their next drawdowns instead of repaying funds.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Comments - Agency has spent funds on fringe benefits that were not included in their original approved budget. The amount of funds spent was $13,696.69. The line items that were not approved in the budget was health insurance, life insurance, medical insurance and dental insurance. As a remedy, the agency will do an offset by reducing their next drawdowns instead of repaying funds.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Comments - Agency will reduce their next drawdowns, an IRM has been created.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 8/5/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: LaToya Pickett-Bell
Management Analyst

Subject: Chickaloon, Village of/ AK005ZZ

Date: 8/1/2024 5:58:00 PM

I. Overview of Site Visit

On Tuesday, July 9, 2024, Management Analyst LaToya Pickett-Bell conducted a grant monitoring site visit with the Chickaloon Native Village ("the Tribe"). She was accompanied by Grant Program Specialist Andrea Little.

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms, and conditions; review the Tribe's community policing activities; and provide customer service and technical assistance. The following awards were reviewed: COPS Hiring Program Award #2017UMWX0119; FY23 Tribal Resources Grant Equipment/Technology Program (TRGP-E/T) Award #15JCOPS-23-GG-02072-INDI; and FY23 Tribal Resources Grant Hiring (TRGP-Hire) Award #15JCOPS-23-GG-02065-INDI.

Mrs. Pickett-Bell conducted an entrance interview with the following attendees: Vice Chair (b) (6) , Chief of Police (b) (6) , Executive Director (b) (6) HR Manager (b) (6) , and Accounting Director (b) (6)

During this initial portion of the site visit, Mrs. Pickett-Bell provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Pickett-Bell discussed the Tribe's community policing efforts and progress of their awards implementation. In 1982, their Tribe was federally recognized; however, in the State of Alaska, there are no reservations. As such, they must share jurisdiction with the state.

Under their 2017 CHP Award, they identified elder abuse as their targeted focus. Upon discussion of their efforts to address this problem area, it was explained that due to the multi-faceted issues facing their Tribe, they have expanded their focus to address multiple issues to include elder abuse, trespassing, burglary, sex crimes, human trafficking, homicides, and domestic violence.

The Tribe, like many others, face great challenges in law enforcement and cooperation with tribal members and non-tribal members, which is also attributed to the ruralness of their agency. The preservation of their tribe and culture is imperative especially with dwindling tribal members. In 1992, the Education Department was founded to educate the youth and cultivate the Chickaloon culture. The school is adjacent to the Tribal Administration Office. The Tribe also has a Culture and Preservation Team that is responsible for preserving the culture and language. Further, they established a Community Health Center to provide essential services to both tribal and non-tribal residents.

The area of Chickaloon does not have a local police department and as such, the Tribe serves as the law enforcement agency with a manpower of just four (4) sworn officers. They have been committed to becoming commissioned with the State of Alaska; however, it has been unsuccessful due to the roadblocks received attributed to politics because community members and politicians not wanting non-tribal members to be arrested by the Tribe. Consequently, this places a grave burden on them. They expressed their strong desire and need of help from Congress to visit Alaska and be educated about their issues and the resistance they are receiving from the State of Alaska and non-tribal citizens. It was expressed that the issues they're facing is due to racism against indigenous people and how the community is intentionally spreading misinformation to taint their reputation. Also, they stated that their region's state representative is one of the community members who are anti-tribal police and even voted down for Indigenous Peoples Day. (b) (6) , a tribal member, spoke of a personal incident she encountered due to her work with the Tribe in which she was personally targeted at her home and threatened by random people who are against indigenous people and the Tribal police. The Tribe has also received letters from non-tribal community members who spoke on the fear they're experiencing from their neighbors for showing support of the tribal police.

Between 2016 – 2018, 52% of their cases were related to sexual assault cases of tribal women and regrettably, 95% of the cases ended in plea bargain cases. Because of this, women choose not to come forward and surprisingly, the crime is predominately committed by non-tribal men. The Tribe does have a traditional tribal court that handles domestic issues for tribal members. Moreover, they now have the Tribal Access Program (TAP) which started last year. With the TAP program, other tribes can reach out to them for arrest powers and hand them over to Chickaloon.

Unfortunately, it was communicated that it can take days or weeks before the State Police or Anchorage Police Department will respond to calls for service for the tribes. This leaves an open window for repeat offenders, unreported crimes, and loss of life. With the demanding work hours due to the vast area coverage, they are experiencing retention issues due to Alaska State Police offering more competitive salaries and bonuses. However, they now have an education agreement that new officers must sign that requires them to repay monies back based on the length of time served.

Some of the other issues experienced is illegal coal mining, homelessness, lack of transportation, and the cartel. They have since established what is called Environmental Stewardship to address coal mining. With the sex trafficking, it's proven to be extra difficult to control due to their vast area and the ease of escaping via boat, ATV, or other means. Further, the drug-related issues occurring by the influx of drug cartels has left their hands tied and increased their numbers for murders, often which bodies are dumped into the rivers or mountains. They currently do not have their own dispatch center or jail but are currently

working to establish them. But, they now have a log sheet and report management system to help track calls for service.

Other efforts undertaken is the Tribe teaching situational awareness and human trafficking in Anchorage, at their building, and other tribes. Chief (b) (6) completed roughly 10 presentations this year alone to talk about the Alaska pilot program and education. They also have a team that will personally transport people to their jobs particularly in the neighboring community of Palmer. Palmer is the largest employer within their region.

In a subsequent discussion, Mrs. Pickett-Bell discussed the financial, administrative, and programmatic review of the Tribe's awards with the aforementioned staff.
Next, a community tour occurred with Chief (b) (6) and Officer (b) (6) , where we attended their school celebration and toured problem area communities.

The site visit concluded with an exit interview with the attendees. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Tribe in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: P.O. Box 1105 Chickaloon, AK, 99674

Title: Director of Public Safety
Phone: (907) 745-0749
Fax: (907) 745-0749
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: P.O. Box 1105 Chickaloon, AK, 99674

Title: Executive Director
Phone: (907) 745-0749
Fax: (907) 745-0709
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Chief of Police
Phone: (907) 745-0700

Site Visit Contact 2
Name: (b) (6)

Title:
Phone: (907) 745-0707

Site Visit Contact 3
Name: (b) (6)

Title:
Phone: (907) 745-0707

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	2
Actual Staffing Level from Oldest Hiring Grant Application	2

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	AK005ZZ	**GRANTEE NAME:**	Chickaloon, Village of
GRANT:	2017UMWX0119		
AWARD AMOUNT:	$178,882.00		
LOCAL MATCH:	$49,999.99		
SOURCE OF LOCAL MATCH (if applicable):	Tribal Courts		
START DATE:	2017-11-01	**END DATE:**	2020-10-31

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

1 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☑ Other Violent Crime Problem (please specify):

Elder Abuse

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☑ Homicide ☐ Rape ☐ Robbery ☑ Domestic/Family Violence ☐ Gun Violence

☑ Other Violent Crime Problem (please specify):

Elder abuse

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The agency is currently working with the State of Alaska to become accredited and amending the state law to remove the grey area of tribal policing.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	1	FT	PT
Total Number of COPS Positions Hired:	1	FT	PT
Total Number in academy:		FT	PT

Total Number on the Street:	1	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions	1	FT	PT

Dates Vacant Positions will be Filled: Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Dates of Hire and Retention Chart

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The officers are responsible for policing the rural areas of Alaska and engaging in community outreach with both tribal and non-tribal citizens. The department have been actively addressing human trafficking, drug laundering, domestic and sexual violence and some occurrences of homicides. Due to the terrain, they are called to respond to incidents via patrol vehicles, ATVs, boats, and sleds.

Grant Award Requirements:

CHP Award #2017UMWX0119 was awarded to the Tribe in the amount of $178,882 in federal funds over a three-year (36 month) award funding period for the approved entry-level salary and fringe benefits for one (1) new-hire full-time sworn career law enforcement officer. There is a local cash match requirement of $50,000. The allowable costs for which the agency's award has been approved are limited to those listed on the Financial Clearance Memo (FCM), which is included in the agency's award package. The start date of this grant award is November 1, 2017, and the end date was extended to April 30, 2024.

Comments:

During the site visit, a review was performed of Tribe's hiring of the sworn officers assigned to the award and the financial review of the officers salaries and fringe
benefits. A COPS 3.0 Community Policing Review was conducted as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. In addition, a review of the award recipient's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted, demonstrating that active and timely steps were taken to backfill local vacancies. No compliance issues were identified.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was also reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Dates of Hire and Retention Chart, it was identified that the agency supplanted an ineligible position for Officer (b) (6) in the amount of $17,050.89.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained in the site visit notification letter that was issued to the Department, the failed provide at the time of the site visit: Documents detailing the sworn budgeted and actual sworn staffing levels for FY 2016, FY 2017, FY 2018, FY 2019, FY 2020, FY 2021, FY 2022, FY 2023, and the current fiscal year (See the attached Budgeted and Actual Strength Level Chart).

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The agency was encouraged to submit an extension until 9.30.2024 to fully account for the funded position.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as "Other" in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the award application, the Tribe indicated its intent to hire a military veteran. The Tribe acknowledged that the hired officers were not military veterans; however, indicated that attempts were made to hire a qualified veteran though unsuccessful. As such, the Tribe is asked to provide supporting documentation demonstrating its hiring effort to hire a military veteran. Documentation samples includes interview schedules (with proof of the military status of the applicant(s), job announcements acknowledging veterans' preference, job certification list with a veteran who may have been deemed

ineligible for hiring and/or a job declination letter from a veteran.

COPS HIRING GRANT

ORI:	AK005ZZ	**GRANTEE NAME:**	Chickaloon, Village of
GRANT:	15JCOPS23GG02065INDI		
AWARD AMOUNT:	$616,761.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2023-10-01	**END DATE:**	2028-09-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

1 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Number of COPS-funded Positions Awarded:		FT	PT
Number of COPS-funded Positions Hired:		FT	PT
Number of COPS-funded Positions in Academy:	1	FT	PT
Number of COPS-funded Positions on Street:		FT	PT
Number of COPS-funded Positions Vacant:		FT	PT
Number of Locally-funded Positions Vacant:		FT	PT

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

Award had not been implemented at time of visit.

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Grant Award Requirements:

TRGP-Hire Award #15JCOPS-23-GG-02065-INDI was awarded to the Tribe in the amount of $616,761 in federal funds over a three-year (36 month) award funding period for the approved entry-level salary and fringe benefits for one (1) rehire full-time sworn career law enforcement officer. There is no local cash match requirement. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is October 1, 2023, with an end date of September 30, 2028.

Comments:

Compliance Review Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant

application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. In addition, a review of the award recipient's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted, demonstrating that active and timely steps were taken to backfill local vacancies. No compliance issues were identified.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The Department confirmed that the awarded officer was undergoing a background investigation and had not yet started. However, upon reviewing the award file in JustGrants, the Department expended $178.00 from the award. The Department explained that this was an erroneous charge to the award and that the draw down was completed before the erroneous charge was identified and corrected.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained in the site visit notification letter that was issued to the Department, the failed provide at the time of the site visit: • Documents detailing the sworn budgeted and actual sworn staffing levels for FY 2016, FY 2017, FY 2018, FY 2019, FY 2020, FY 2021, FY 2022, FY 2023, and the current fiscal year (See the attached Budgeted and Actual Strength Level Chart).

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem

solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the award application, the Tribe indicated that the hiring category was for a “rehire”. Upon discussion, the Tribe stated that the hiring category shifted from rehire to new hire. As such, a GAM must be submitted in JustGrants for approval.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	AK005ZZ	**GRANTEE NAME:**	Chickaloon, Village of
GRANT:	15JCOPS23GG02072INDI		
AWARD AMOUNT:	$10,300.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2023-10-01	**END DATE:**	2026-09-30

Grant Award Requirements:

TRGP-E/T Award #15JCOPS-23-GG-02072-INDI was awarded to the Tribe in the amount of $10,300 in federal funds over a three-year/36-month grant funding period. The TRGP E/T award provides funding: to enhance tribal law enforcement's capacity through prevention strategies, improved criminal investigations (human trafficking, missing or murdered Indigenous people), crime control, and illegal drugs (methamphetamine, opioids), to implement or enhance community policing strategies, and to develop a crime control plan with the community. There is no local cash match requirement. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is October 1, 2023, with an end date of September 30, 2026.

Comments:

During the site visit, Management Analyst LaToya Pickett-Bell conducted a review of the Department's travel and training costs incurred. Mrs. Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - Failure to Provide Documentation As explained in the site visit notification letter that was issued to the Department, the agency must provide: • Provide documentation that may include receipts, paid purchase orders and/or paid invoices reflecting payment for all items procured through the TRGP-E/T award. Such expenditures should also be supported on the general ledger.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Supervisor Approval:

Marcia Jackson

U.S. Department of Justice
Office of Community Oriented Policing Services

Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From:

Verlena Braxton Grants Management Specialist

Subject: Chiefland, City of/ FL03802

Date: 1/30/2025 11:57:00 AM

I. Overview of EOBGR

On June 5, 2024, Grants Management Specialist Ms. Verlena Braxton conducted an Enhanced Office Based Grant Review (EOBGR) with the City of Chiefland Police Department ("the Department"). Ms. Braxton was accompanied by Assistant Director Marcia Jackson.

The purposes of the EOBGR were to assess compliance with the COPS grant award regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance.

During the EOBGR, the following COPS grant award was reviewed: COPS Hiring Program (CHP) Award # 15JCOPS-23-GG-04638-UHPX.Ms. Braxton conducted an entrance interview with Grant Award Administrator Carol Gore and Chief of Police Scott Anderson. Ms. Braxton provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Braxton discussed the Department's community policing efforts, particularly in relationship to the COPS grant award. During this portion of the EOBGR, Ms. Braxton was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP grant award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

Ms. Braxton recited the Department's project as identified in their performance report and application narrative for the award. The Department focuses on building legitimacy and trust to provide community policing services throughout the City of Chiefland. Ms. Braxton then explained the community policing commitment to building trust and mutual respect between police and communities. Ms. Braxton also defined the 3 key components of community policing which are organizational Commitment, problem solving, and community partnerships.

(b) (6) started the discussion by explaining that the agency has 13 sworn officers, one (1) dispatcher and one (1) secretary.The officers perform all policing while on shift with a focus on personal relationships with the citizens. A lot of the officers live and work in the community. Also, the officers always attend special events that takes place in the community. They are involved with many activities such as: sports leagues; and meetings with the Women's Chamber; and parades. The police have developed relationships with the community, and so they feel open with discussing different issues with them. This information has helped the department to solve crimes in the past. The officers take classes during the year and receive incentives for taking additional training classes.

Chief (b) (6) , who has resided in the town since 1989, continued the discussion about the small town with a population of 2300. Chief (b) (6) has worked in the county since 2000. Many of the citizens are Black Americans. He encourages officers to go out in the community and socialize with citizens. For example, if they see someone outside cutting the grass, they use that as an opportunity to interact with them and get acquainted with the people in the community. If he does not see a face that he recognizes, he knows that they are new in the community. This is a close-knit family, and they don't have the problems that most large cities do such as racial tensions in the community. They don't look at skin color when addressing issues, instead they look at people.

The officers also patrol on bikes on occasions to keep the citizens safe. The department also purchased golf carts so that officers can closely monitor the community and it helps to deter crime. The young people love to engage officers when they see them riding on their golf carts. When difficult situations arise, they try to learn from the problem so that they will know how to handle it next time if it comes up.
Notably, Chief Anderson was hired under a COPS grant in 1995 along with three (3) other people. They were doing community policing before receiving the COPS award. The department needed additional help for seven (7) years before receiving the COPS grant. Last month, they made a total of 11 arrests in one (1) month; one (1) drug arrest, answered 320 calls, and assisted the county on 24 calls.They are short staffed and so is the county and must help each other out in these situations. They wrote 47 citations in the city with 278 warnings. The police department tries to avoid giving traffic tickets to citizens. They worked on 25 traffic crashes last month in the city. There were 1800 activities and building checks that they do at night and check doors to make sure that they are secure. They have about 13,000 cars that go through the community every day.

(b) (6) described the different partnerships such as: youth programs and participating in fund raisers together with the community; Levy County Sheriff's Office; Tri-County Outreach; Levy County Outreach Center; Haven Hospice; Meridian Mental Health and the local churches and schools. Whenever they have something special, they will let the police department know. The department sends out a representative to help, volunteer and work with them. Some additional community events include the big food drive at Thanksgiving time. They help with handing out food and do whatever needs to be done. They also participate in the Christmas Festival every year.

To complete community policing discussion, Ms. Braxton recapped highlights of their discussion points to acknowledge the Department's efforts to address the Building Trust and Legitimacy through the examples of diverse community relations and partnerships.
In a subsequent discussion, Ms. Braxton discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's CHP grant award. During the discussion, Ms. Braxton reviewed the hiring dates of the award officers, expenditures, and other relevant financial documentation

for the grant award. During the review discussion, Ms. Braxton provided technical assistance for the financial documentation and programmatic documentation.

The EOBGR concluded with an exit interview with the individuals. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 14 East Park Ave Chiefland, FL, 32626

Title: Chief
Phone: (352) 493-6777
Fax: (352) 493-6776
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 14 East Park Ave Chiefland, FL, 32626

Title: City Manager
Phone: (352) 493-6711
Fax: (352) 493-6714
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Chief
Phone: (352) 493-6777

Site Visit Contact 2
Name: (b) (6)

Title: Grant Award Administrator
Phone: (352) 493-6711

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	12
Actual Staffing Level from Oldest Hiring Grant Application	12

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	FL03802	**GRANTEE NAME:**	Chiefland, City of
GRANT:	15JCOPS23GG04638UHPX		
AWARD AMOUNT:	$250,000.00		
LOCAL MATCH:	$226,760.00		
SOURCE OF LOCAL MATCH (if applicable):	$226,760 - General Funds		
START DATE:	2023-10-01	**END DATE:**	2028-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

2 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☑ Assault ☐ Homicide ☐ Rape ☑ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Chiefland Police Department collaborates with other law enforcement agencies, along with, community leaders, non-profits organization, private business, and the media to look for problem areas, input on improving communication, and to analyze how to better serve our community. They have adapted the problem-solving method "SARA" (scanning, analysis, response, and assessment) from the USDOJ COPS Community Policing.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☑ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☑ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	2	FT	PT
Total Number of COPS Positions Hired:	2	FT	PT
Total Number in academy:	0	FT	PT

Total Number on the Street:	2	FT	PT
Total Number of COPS Funded Positions Vacant:	0	FT	PT
Total Number of Local Vacant Positions	0	FT	PT
Dates Vacant Positions will be Filled:		Date	

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Dates of Hire chart.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The officers patrol the neighborhoods with golf carts at night to keep communities safe. They made 11 arrests, answered 320 calls for assistance, wrote 47 citations and gave out 278 warning tickets. They also conduct building checks at night to make sure that the doors are secure.

Grant Award Requirements:

CHP Award #15JCOPS-23-GG-04638-UHPX as awarded to the Department in the amount of $250,000,00 in federal funds over a three-year/36-month award funding period for approved entry-level salary and fringe benefits for (2) new-hire full-time sworn career law enforcement officers. The allowable costs for which the department's award has been
approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $226,760,00. The start date of this grant award is October 1, 2023, to September 30, 2028.

Comments:

During the EOBGR, a review was performed of the Department's staffing levels, salary and fringe benefits, payments and hiring dates of the sworn officers hired under the above-mentioned grant award program. Ms. Braxton conducted a COPS 3.0. Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. In addition, a review of the award recipient's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted, demonstrating that active and timely steps were taken to backfill local vacancies. No compliance issues were identified.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - During my review of the expenditure worksheets for both COPS funded officers, unallowable cost was identified in the fringe benefits category for "Holiday Pay" which is not an approved line item. This fringe benefit was also found on the Detailed Time Work Sheet for Officers (b) (6) and (b) (6) . The amount of $1,128.21 was deemed unallowable and Department was instructed to pay the grant funds to the COPS Office. After further review it was determined that there was no unallowable cost violation.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - In the initial notification letter that was issued to the Department on 5/3/2024 and during the EOBGR on 6/5/2024, the Department was asked to provide information related to The Dates of Hire Worksheet that identifies the date that each officer was hired and the and the DD-214 Form which needs to be completed for veteran employees. The department failed to provide the aforementioned documentation on the date requested.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 1/30/2025.

Supervisor Approval:

Marcia Jackson

U.S. Department of Justice
Office of Community Oriented Policing Services
COPS
Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: Tammy Richardson
Grants Management Specialist

Subject: CHINO VALLEY UNIFIED SCHOOL DISTRICT/ CA509ZZ

Date: 7/18/2024 1:19:00 PM

I. Overview of EOBGR

On Tuesday, April 23, 2024, Grant Management Specialist Tammy Richardson conducted an Enhanced Office Based Grant Review (EOBGR) with the Chino Valley Unified School District ("the Department").

The purposes of the EOBGR were to assess compliance with the COPS grant award regulations, terms and conditions; review the Department's school safety efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS award was reviewed: COPS School Violence Prevention Program (SVPP) Award #15JCOPS-21-GG-03685

Mrs. Richardson conducted an entrance interview with the following attendees: Director of Risk Management (b) (6) , Risk Management (b) (6) , Grant Consultant (b) (6) , and Director of Fiscal Services (b) (6) . During this initial portion of the EOBGR, Mrs. Richardson provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Richardson discussed the Department's community policing efforts, particularly in relationship to the COPS grant award. During this portion of the EOBGR, Mrs. Richardson was provided with supporting documentation, which demonstrated the Department's school safety efforts. The discussion included information about the Deparment's school safety enhancements that have transpired as a result of receiving the SVPP grant award. Based upon the supporting documentation provided and the school safety discussion, the Department demonstrated its advancement of community policing focusing on school safety.

(b) (6) expressed how the COPS award is making a significant impact in the community. The funds have increased access control at all school sites and increased communication between the schools, district, and first responders.

(b) (6) also explained how the new camera system has allowed for much more coverage and better clarity. The improvements have also increased their capacity to furnish pertinent information to law enforcement and first responders and document incidents. The Department serves thirty-five (35) schools and thirty (30) schools will be impacted by the SVPP award.

The Department further explained that with the help of this technology it will provide the district and law enforcement with real-time surveillance footage and emergency notification so when those critical situations arise, everyone will have access to the same accurate, up-to-date information.

The Department, law enforcement, and first responders will continue to develop effective policies, procedures and practices to ensure the new technology will be utilized to its fullest extent which will result in a decrease in school violence creating a safer and more productive learning environment.

In a subsequent discussion, Mrs. Richardson discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's award.

The EOBGR concluded with an exit interview with the attendees. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 5130 RIVERSIDE DR. CHINO, CA, 91710

Title:
Phone: 909-628-1201
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 5130 RIVERSIDE DR. CHINO, CA, 91710

Title:
Phone: 909-628-1201
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Superintendent
Phone: (909) 628-1201

Site Visit Contact 2
Name: (b) (6)

Title: Grant Consultant
Phone: (917) 589-6093

Site Visit Contact 3
Name: (b) (6)

Title: Director of Fiscal Services
Phone: (909) 628-1201

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	N/A
Actual Staffing Level from Oldest Hiring Grant Application	N/A

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	CA509ZZ	**GRANTEE NAME:**	CHINO VALLEY UNIFIED SCHOOL DISTRICT
GRANT:	15JCOPS21GG03685		
AWARD AMOUNT:	$499,999.00		
LOCAL MATCH:	$166,667.01		
SOURCE OF LOCAL MATCH (if applicable):	General Funds local match requirement is $166,667		
START DATE:	2021-10-01	**END DATE:**	2024-09-30

Grant Award Requirements:

SVPP Award #15JCOPS-21-GG-03685 was awarded to the Department in the amount of $499,999 in federal funds over a three-year/36-month award funding period to improve security at schools and on school grounds within your jurisdiction through evidence-based school safety programs. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $166,667. The start date of this award is October 1, 2021, with an end date of September 30, 2024.

Comments:

During the EOBGR, a review was conducted of the Chino Valley Unified School District's invoices, purchase orders, and financial documentation.Grants Management Specialist Tammy Richardson conducted a review of the school safety narrative.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 7/18/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Funmi Okoli

Auditor

Subject: Citizen Potawatomi Nation/ OK06322

Date: 9/4/2024 2:57:00 PM

I. Overview of EOBGR

On Wednesday, August 28, 2024, Auditor Funmi Okoli conducted Enhanced Office-Based Grant Review (EOBGR) with the Citizen Potawatomi Nation ("the Tribe").

The purpose of the EOBGR was to assess compliance with the COPS award regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following awards was reviewed: COPS Tribal Resources Grant Program - Equipment and Training (TRGP-E/T) Awards #15JCOPS-22-GG-01902-INDI & #15JCOPS-23-GG-02025-INDI.

Mrs. Okoli conducted an entrance interview with the following attendees: Vice Chairman (b) (6), Chief of Police (b) (6), Internal Auditor (b) (6) (b) (6) Director of Purchasing (b) (6) Director of Self-Governance (b) (6) Asst. Director of Purchasing (b) (6), Asst. Director of Supportive Services (b) (6), (b) (6), Grants/IDC Accountant (b) (6) Director of House of Hope (b) (6) and Asst. Director of Self Governance (b) (6)

During this initial portion of the review, Mrs. Okoli provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Okoli discussed the Tribal Nation and the Police Department's community policing efforts. Prior to the EOBGR, Mrs. Okoli was provided supporting documentation detailing the community policing initiatives that focuses on combating substance abuse and property crimes in the Citizen Potawatomi Nation.

The Citizen Potawatomi Nation Police Department (CPNPD) covers 900 Sq. miles. The Tribal government partners with the Police Department to combat drugs use, property crimes and problems in the community.

CPNPD patrols the 900 sq. miles of Potawatomi Nation including the reservation boundaries that does not have a local Police Department. As a result of the distance covered during daily patrolling, it causes the Department's vehicles to have high mileage and a lot of wear and tear. To efficiently patrol the community and because of the high cost of replacing the Department's old vehicles, the Citizen Potawatomi Nation (CPN) applied for the Tribal Resource Grant awards to purchase 9 vehicles, uniforms, vests, laptops, headsets, phones, radios and tasers for the Department's officers. The goal of the resources is to ensure the officers can adequately answer calls for service, reach citizens and provide services. Chief Collard stated that the new vehicles awarded will help the Department better patrol the long jurisdiction.

CPNPD partners with organizations within the community to include Salvation Army and House of Hope Shelter that serves the community. The House of Hope Shelter Director, (b) (6) discussed the efforts and support of the Department. (b) (6) stated that the Department supports the shelter by patrolling, answering calls for services and incarcerating offenders. The Department's officers visit the shelter with gifts, and they plan interactive activities for the kids with the goal of making the kids comfortable with the officers.

CPNPD conducts various outreach programs for youths and kids in Potawatomi to include Shop with Cops during Christmas, Touch A Truck, COPS N Kids among other programs. The Department organizes after school programs and activities.

The Nation of Potawatomi created a child development center and after school program to help parent s and interact with kids. The center is open five days a week and the Department's officers' partners with the Nation to teach and interact with kids.

To better serve the community, the Nation of Potawatomi recently provided two communication towers in the community to ensure adequate cell phone service reception for the 911 service call. The Police Department, Ambulance services, Fire Department, and other agencies benefits from the tower while serving the needs of the community.

To ensure the CPNPD officers are serving the citizens adequately, the Department implemented organizational guidelines that requires the officers to read body language before reacting, being reactive, deescalating rather than elevating situations when interacting with citizen. Officers are required to follow the Department principles of kindness and maintaining highest professional standard.

The Department partners with social workers. Social workers handle situations that are not law enforcement related, and the officers provides support as needed.

Prior to receiving the COPS award, the Department purchased few body cameras that are currently outdated and have become unreliable for accountability, camera footage and videos were mostly erased, and the batteries on the devices did not last for as long as needed. With the new body cameras awarded, the

footage and videos would be used as training scenarios and for reinforcing the Department’s guiding principles while keeping the officers accountable of their actions.

To ensure the officers’ safety while serving the community, the Department provides and mandates trainings throughout the Department. The officers are provided the awarded uniforms, vests, radios, headsets, and tasers.

In a subsequent discussion, Mrs. Okoli, discussed the financial, administrative, and programmatic review of the Department's awards with the attendees, and reviewed the expenditures under the awards. Invoices, Purchase orders, proof of payments and other documentation were reviewed for purchases under the awards.

The EOBGR was concluded with an exit interview with the attendees. A summary of the EOBGR was discussed, and notification was provided that a feedback letter would be sent to the Nation in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 1601 South Gordon Cooper Drive Shawnee, OK, 74801

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 1601 South Gordon Cooper Drive Shawnee, OK, 74801

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Chief of Police
Phone:

Site Visit Contact 2
Name: (b) (6)

Title: Assistant Director
Phone: (405) 878-4818

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	OK06322	**GRANTEE NAME:**	Citizen Potawatomi Nation
GRANT:	15JCOPS22GG01902INDI		
AWARD AMOUNT:	$849,879.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-10-01	**END DATE:**	2025-09-30

Grant Award Requirements:

TRGP-E/T Award #15JCOPS-22-GG-01902-INDI was awarded to the Citizen Potawatomi Nation ("the Department") in the amount of $849,879 in federal funds over a two-year/24-month award funding period to procure basic equipment, technology, and training to increase the jurisdiction's community policing capacity. There is no local match requirement under this award. The start date of this award is October 1, 2022, and the end date is September 30, 2025.

Comments:

During the EOBGR, a review was performed of Department's expenditures. Documentation that includes Invoices, Purchase orders, proof of payments and other Departmental documentation were reviewed under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or

embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	OK06322	**GRANTEE NAME:**	Citizen Potawatomi Nation
GRANT:	15JCOPS23GG02025INDI		
AWARD AMOUNT:	$590,046.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2023-10-01	**END DATE:**	2026-09-30

Grant Award Requirements:

TRGP-E/T Award #15JCOPS-23-GG-02025-INDI was awarded to the Agency in the amount of $590,046 in federal funds over a two-year/24-month award funding period to procure basic equipment, technology, and training to increase the jurisdiction's community policing capacity. There is no local match requirement under this award. The start date of this award is October 1, 2023, and the end date is September 30, 2026.

Comments:

During the EOBGR, a review was performed of Department's expenditures. Documentation that includes Invoices, Purchase orders, proof of payments and other Departmental documentation were reviewed under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or

embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 9/4/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Delka Gee
Lead Grant Program Specialist

Subject: CITY OF CANON CITY/ CO103ZZ

Date: 8/8/2024 11:29:00 AM

I. Overview of EOBGR

On July 8, 2024, Lead Grant Program Specialist Ms. Gee conducted an Enhanced Office Based Grant Review (EOBGR) with the City of Canon City ("the Department"). The purposes of the EOBGR were to assess compliance with the COPS grant award regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant award was reviewed: COPS Hiring Program (CHP) Award #15JCOPS-23-GG-04958-UHPX.

Ms. Gee conducted an entrance interview with Chief of Police (b) (6), Finance Director (b) (6), Accounting Manager (b) (6), Business Manager (b) (6), and Grant Writer (b) (6). During this initial portion of the EOBGR, Ms. Gee provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Gee discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Ms. Gee was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP grant awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The Department detailed its various community policing efforts, including the Directed Investigations and Community Engagement (DICE) unit that focuses on criminal activity in progress, persons in crisis, special crime prevention, and quality of life crimes. This unit also has a Police Mountain Bike team that primarily operates within the business district, community parks, and the Riverwalk, allowing officers to engage directly with the community. In addition, the Department partners with local leaders in the community to host community events and attend civic organization meetings.

In a subsequent discussion, Ms. Gee discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's CHP grant award. During the discussion, Ms. Gee reviewed the salaries, fringe benefits, other relevant financial documentation for the grant award.

The EOBGR concluded with an exit interview with Chief of Police (b) (6), Finance Director (b) (6), Accounting Manager (b) (6), Business Manager (b) (6), and Grant Writer (b) (6). A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

The Department's record keeping proved to be stellar, there were not any compliance or administrative issues identified.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 128 MAIN ST CANON CITY, CO, 81212

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 128 MAIN ST CANON CITY, CO, 81212

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Business Manager
Phone: (719) 276-5600

Site Visit Contact 2
Name: (b) (6)

Title: Accounting Manager
Phone: (719) 276-5290

Site Visit Contact 3
Name: (b) (6)

Title: Finance Director
Phone: (719) 240-5273

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	41 full-time
Actual Staffing Level from Oldest Hiring Grant Application	38 full-time

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	**To**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
1/1/2022	12/31/2022	41	0	36	0
1/1/2023	12/31/2023	41	0	38	0
1/1/2024	12/31/2024	41	0	32	0

HIRING 3.0 COPS GRANT

ORI:	CO103ZZ	**GRANTEE NAME:**	CITY OF CANON CITY
GRANT:	15JCOPS23GG04958UHPX		
AWARD AMOUNT:	$1,000,001.00		
LOCAL MATCH:	$1,473,593.09		
SOURCE OF LOCAL MATCH (if applicable):	Total local match of $1,473,592 from the General Fund		
START DATE:	2023-10-01	**END DATE:**	2028-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

8 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The four (4) COPS-funded positions hired thus far, have been assigned to the Police Mountain Bike team of the Directed Investigations and Community Engagement (DICE) unit, in which their daily assignments are within the business district, community parks, and the riverwalk.

Total Number of COPS Funded Positions:	8	FT	PT
Total Number of COPS Positions Hired:	4	FT	PT
Total Number in academy:	0	FT	PT

Total Number on the Street:	4	FT	PT
Total Number of COPS Funded Positions Vacant:	4	FT	PT
Total Number of Local Vacant Positions	9	FT	PT

Dates Vacant Positions will be Filled: TBD - Date
actively recruiting

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached hire and retention worksheet.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The Department was awarded CHP positions to address crime in the jurisdiction's downtown areas and city parks, and to provide school resource officers for the school district. The COPS-funded positions enabled the Department to assign officers to the Directed Investigations and Community Engagement (DICE) unit providing additional presence, and enforcement efforts in the downtown areas and city parks, and school resource officers to the school district.

Grant Award Requirements:

CHP Award #15JCOPS-23-GG-04958-UHPX was awarded to the City of Canon City in the amount of $1,000,000 in federal funds over a three-year/36-month award funding period for the approved entry-level salary and fringe benefits for eight (8) new full-time sworn career law enforcement officers. The start date of this grant award is October 1, 2023, and the end date is September 30, 2028.

Comments:

During the EOBGR, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officer hired under the above-referenced grant award program. Ms. Gee conducted a COPS 3.0 Community Policing Review as part of the community policing review.

The department's budgeted sworn force has remained stable throughout the grant. The actual sworn force decreased this fiscal year (FY24); however, the Department is actively recruiting – they have open recruitment, and continuously advertise openings and testing on their website.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The department's budgeted sworn force has remained stable throughout the grant. Although the actual sworn force decreased this fiscal year (FY24), the Department is actively recruiting – they have open recruitment, and continuously advertise openings and testing on their website.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 8/8/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From:

Grant Management Specialist

Subject: CITY OF DANVILLE/ IL402ZZ

Date: 1/30/2025 11:17:00 AM

I. Overview of EOBGR

On April 16, 2024, Grant Monitoring Specialist Mrs. Bolton conducted an Enhanced Office Based Grant Review (EOBGR) with the City of Danville ("the Department").

The purpose of the EOBGR were to assess compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance.

During the EOBGR, the following COPS grant awards were reviewed: COPS Hiring Program (CHP) Award #15JCOPS-21-GG-03398-UHPX. Mrs. Bolton conducted an entrance interview with City of Danville,(b) (6) (the Grant Manager) and (b) (6) (the Chief of Police).

During this initial portion of the EOBGR, Mrs. Bolton provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda. After opening remarks and introductions, Mrs. Bolton discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards.
During this portion of the EOBGR, Mrs. Bolton was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP grant awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The City of Danville's (COD) primary function is violent crime prevention utilizing cooperation and collaboration with the community while using the methodology of data and intel driven policing. Much of their information is gathered by building relationships with the community and acting off complaints of criminal activity throughout our jurisdiction. This includes reducing violent crime to include domestic violence. The COD maintains a list of orders of protection (OPs) that involve their residents as well as ensuring that the victims understand their rights under the Illinois Domestic Violence Act. The agency has also created a Domestic Violence division with this award. They maintain a list of orders of protection (OPs) that involve their residents as well as ensuring that the victims understand their rights under the Illinois Domestic Violence Act. They have created partnerships with Local Agencies that include in the initiative are the Vermilion County Child Advocacy Center VCCAC, Survivor Resource Center (SRC), Crosspoint Social Services, Crosspoint Woman's Shelter, and the Vermilion Co. State's Attorney's Victim and Witnesses' Advocate. The focus is proper reporting, enforcement, advocacy, and care of the victims and child witnesses and accountability of the offenders.

In a subsequent discussion, Mrs. Bolton discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's CHP grant awards. During the discussion, Mrs. Bolton reviewed the salaries and fringe benefits, invoices, purchase orders, training expenditures, inventory records and other relevant financial documentation for each grant award.

The EOBGR concluded with an exit interview with Chief pf Police, (b) (6) A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 17 W MAIN ST DANVILLE, IL, 61832

Title:
Phone: 217-431-2400
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 17 W MAIN ST DANVILLE, IL, 61832

Title:
Phone: (217) 304-0519
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Grant Manager
Phone: (217) 431-2876

Site Visit Contact 2
Name: (b) (6)

Title: Chief of Police
Phone: (217) 431-2234

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services? N/A

Start-Up Agency Questions

Is this a start-up Agency? N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time
10/1/2021	9/30/2020	64	0	57	0
10/1/2022	9/30/2021	64	0	60	0
10/1/2023	9/30/2022	70	0	65	0

HIRING 3.0 COPS GRANT

ORI:	IL402ZZ	**GRANTEE NAME:**	CITY OF DANVILLE
GRANT:	15JCOPS21GG03398UHPX		
AWARD AMOUNT:	$750,000.00		
LOCAL MATCH:	$1,244,291.10		
SOURCE OF LOCAL MATCH (if applicable):	The local match funding of $1,244,291.00 is from City's General Fund.		
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

6 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Agency has continued to work with the communities and the housing authorities through proactive enforcement and policing to reduce the crime rate and build relations through trust with those in the community.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The agency has continued to work with the communities and the housing authorities through proactive enforcement and policing to reduce the crime rate and build relations through trust with those in the community.

Total Number of COPS Funded Positions:	6	FT	PT
Total Number of COPS Positions Hired:	6	FT	PT

Total Number in academy:		FT	PT
Total Number on the Street:	6	FT	PT
Total Number of COPS Funded Positions Vacant:	0	FT	PT
Total Number of Local Vacant Positions	5	FT	PT

Dates Vacant Positions will be Filled: Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See hire and retention worksheet

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Awarded officers are assigned to create an additional unit to focus on gun violence and drug interdiction. Gun violence has been the primary challenge that faces the Danville Police Department and its community. This agency will address gun violence and illegal drugs by utilizing the community policing philosophies.

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03398-UHPX was awarded to the City of Danville in the amount of $750,000 in federal funds over a three-year/36-month award funding period to hire or rehire additional career law enforcement officers. The local match amount is $1,244,291.00. The allowable costs for which the agency's award has been approved are limited to those listed on the FCM, which is included in the agency's award package. The start date of this grant award is October 1, 2021, and the end date was extended to September 30, 2026.

Comments:

During the EOBGR, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Mrs. Bolton conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Comments - Ageny has a reduction in local officers.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - In 2019, the actual sworn strength is 63 and the Budgeted sworn strength is 64. In 2020, the actual sworn strength is 59 and the Budgeted sworn strength is 64. In 2021, the actual sworn strength is 57 and the Budgeted sworn strength is 64. In 2022, the actual sworn strength is 60 and the Budgeted sworn strength is 64. In 2023, the actual sworn strength is 65 and the Budgeted sworn strength is 70.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 1/30/2025.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Marcia Jackson
Assistant Director

Subject: CITY OF DORAL/ FL225ZZ

Date: 6/17/2024 12:59:00 PM

I. Overview of Site Visit

On May 2, 2024, Assistant Director Marcia O. Jackson conducted a site visit with the City of Doral Police Department ("the Department"). The purposes of the Site Visit were to assess compliance with the COPS grant award regulations, terms and conditions; review the Department's community policing efforts and provide customer service and technical assistance. During the site visit, the following COPS grant award was reviewed: FY23 COPS TEP Award #15JCOPS-23-GG-01900-TECP.

Mrs. Jackson conducted an entrance interview with Chief (b) (6) Deputy Chief (b) (6) , Commander (b) (6) Major (b) (6) , Major (b) (6) (b) (6) , Captain (b) (6) , Captain (b) (6) Captain (b) (6) , Executive Assistant (b) (6) , and Administrative Assistant (b) (6) . During this initial portion of the site visit, Mrs. Jackson provided a brief history of the COPS Office, explained the purpose and overview of the site visit and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Jackson discussed the Department's community policing efforts, particularly in relationship to the COPS grant award. During this portion of the site visit, Ms. Jackson was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the TECP grant award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The department provided a PowerPoint presentation that addressed their organizational transformation, community partnerships, and problem-solving activities.

Since the inception, the community wanted more one-on-one contact with the police, and it continues with the current chief. The chief instituted BLITZ saturation details in which everyone in the department no matter the rank, puts on a uniform and responds to calls to service. Building trust with the community is essential and expanding a range of technology has been a primary focus with the department.

Currently, the City of Doral has 26 Intersections, 148 License Place Reader Cameras and 53 total intersections with cameras. The goal of the city is to have cameras at all entrances and exits to the city. They have used the SARA Model to identify and analyze problems that led them to apply for the Congressional Directed Award.

The department discussed their Real Time Operations Center that opened a few years ago and serves as their one stop shop for technology. The center is staffed with analysts to obtain real-time data for officers. With the start of the In-House Operations Real Time Center in 2019, the city invested one million dollars ($1 million) to house its open operations center and provide support to three other cities that partners with them during emergency situations.

The department discussed their community partnerships and various programs they are engaged in with the community. Doral Police Safe Cam Program, in conjunction with the fuses program, assists with building partnerships with the business community and gain access to their cameras. Other partnerships include Community Bike Patrols, Citizen's Police Academy (8-week course), Coffee with a COP, Social Media Campaign, Parks, and Police 4Kids (PP4K) similar to the PAL program, Special Needs registry, and the Police and Traffic Advisory Board to name a few. Another program called the Silver Club is a combined effort with the parks and recreation where officers visit with the senior community at local recreation centers. The department hosts fun days by transporting seniors to local parks and engage in fun activities with them. They conduct wellness checks and have a retired IRS agent who conducts investigations and information sessions for seniors on fraud scams.

The department prides themselves on their community policing efforts. In 2016, former Attorney General Loretta Lynch visited the City of Doral and recognized them for their community policing efforts and for having excelled in Pillar One Building Trust and Legitimacy.

In a subsequent discussion, Mrs. Jackson discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's TECP grant award. At the time of the site visit, the grantee had not begun implementing the award. During the discussion, Mrs. Jackson reviewed a progress award summary and other relevant financial documentation for the grant award.

After the programmatic and administrative review, staff was taken on a tour of the city. The first stop was the National Day of Prayer held at the City Council Building. The city celebrated the 2024 National Day of Prayer with the community. The Mayor, Council, local faith-based leaders, and residents came together in a heartfelt ceremony of unity and prayer. It was a very inspiring event to attend. After the National Day of Prayer event, Captain Fernandez took staff to see some of the License Plate Readers (LPRs) at various intersections throughout the city. The city has two (2) mobile cameras and one box camera that covers three (3) street lanes. They also have partnerships with several local hotels and utilize their cameras for crime prevention.

Staff was then taken on a tour of the Real Time Operations Center. The Communications Division works closely with the Operations Center. While at the center, staff was able to view several cameras across the city, especially at the middle and elementary schools.

Staff then viewed the Emergency Operations Center that was started in 2018. This is a multi-city operations center. The mayor, city council, chief and other emergency personnel each have assigned seats. The center is activated when an emergency occurs such as hurricanes. Briefings are held with the National Hurricane Center and personnel work 12-hour shifts during an emergency. The center was built within six (6 months) and under budget. The center has been integral during COVID, hurricanes, demonstrations of 2020, trainings, meetings, food distribution and vaccinations.

The site visit concluded with an exit interview with Chief (b) (6) and members of (b) (6) command staff. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 8401 NW 53RD TERRACE MIAMI, FL, 33166

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 8401 NW 53RD TERRACE MIAMI, FL, 33166

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Executive Administrative Assistant To the Chief of
Phone: (305) 593-6699

Site Visit Contact 2
Name: (b) (6)

Title: Administrative Assistant
Phone: (786) 398-2230

Site Visit Contact 3
Name: (b) (6)

Title: Deputy Chief
Phone: (786) 256-9798

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	FL225ZZ	**GRANTEE NAME:**	CITY OF DORAL
GRANT:	15JCOPS23GG01896TECP		
AWARD AMOUNT:	$1,000,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-12-29	**END DATE:**	2024-12-31

Grant Award Requirements:

FY23 COPS TEP #15JCOPS-23-GG-01900-TECP was awarded to the Department in the amount of $1,000,000 in federal funds over a two-year/24-month award funding period to develop and acquire effective equipment, technologies, and interoperable communications that assist in responding to and preventing crime. The allowable costs for which the department's award has been approved are limited to those listed on the approved budget, which is included in the department's award package. The start date of this award is December 29, 2022, with an end date of December 31, 2024.

Comments:

During the site visit, a review was performed of the Department's records and other financial related documentation related to the award. At the time of the site visit, the grantee had not begun implementing the award and there were no draw downs. Ms. Jackson conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable,

consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the site visit, the agency had not begun implementing the award. The start date of this award is December 29, 2022, with an end date of December 31, 2024. Due to the delay in implementation, the department will need to request an extension. Staff instructed the grantee to apply within the last quarter of the grant period.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Supervisor Approval:

LaToya Pickett-Bell

To: Grant Monitoring File

From:

Grants Management Specialist

Subject: CITY OF GRAND FORKS/ ND048ZZ

Date:

I. Overview of EOBGR

On March 28, 2024, Grant Management Specialist Mrs. Angel Mason conducted an Enhanced Office Based Grant Review (EOBGR) with the City of Grand Forks Police Department ("the Department").

The purposes of the EOBGR were to assess compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts; and to provide customer service and technical assistance.

During the EOBGR, the following COPS grant award was reviewed: COPS Hiring Program (CHP) Award # 15JCOPS-22-GG-03514-UHPX. Mrs. Mason conducted an entrance interview with Grant Manager Lieutenants (b) (6)

During this initial portion of the EOBGR, Mrs. Mason provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Mason discussed the Department's community policing strategies, particularly in relation to their policing efforts. Prior to the EOBGR, Mrs. Mason was provided with supporting documentation detailing their efforts in community policing.

(b) (6) stated that each officer is assigned a specific area so that they would become familiar with their area's goings on to provide familiarity and consistency. They discussed the crime mapping system that they have in place. The Crime Analyst provides data by running reports that provide statistical data to identify treads in the areas the officers are assigned to. The system is in the beginning stages so the information is provided for informational purposes for them to sift through the data, but they are working to update the system to be used more efficiently. They discussed the Safe Harbor Protection for underaged trafficked persons where the COPS officers' partner with investigators when they think someone is being trafficked and assist with the safe return of the trafficked individual.

The department stated that the funding allowed them to be able to get the additional officers within the community to assist with the issues plaguing their residents and reaching out to them as well as partnering with other agencies to safeguard the residents and having the officers in the crime reduction areas they are assigned to. It was stated that the officers' presence in the specific crime sectors has reduced crime in those areas that previously posed an issue with residents as reported by the data analyst within the department.

The department discussed and highlighted multiple programs that they were utilizing that enhanced their award and officers' performance. They discussed in greater detail the programs that they discussed in their Community Policing narrative.

The Citizen's Academy works with the members of the community to get a feel for what their local police department is about and how they keep them safe. It's a 9-week program that fosters relationships with the community at different levels (from young children and business leaders to senior citizens).

The Youth Impact Academy is a summer program geared towards the youth. Similar to what the Citizen's Academy does but specifically for the youth community. Mental Health Matters Program – Run by a civilian director out of the public health sector in conjunction with the department.

Mental Health and Homeless Liaison Program – Works in conjunction with the civilian director on the department's behalf. Cultural Diversity Liaison Program – a sworn officer position that assist with the department and the community that conducts training to new hires, community members and officers of the issues surrounding cultural diversity.

In a subsequent discussion, Mrs. Mason discussed the financial, administrative, and programmatic review of the Department's award with the aforementioned persons. During this portion of the review, Mrs. Mason provided explanation that she was unable to provide an in-depth review for the Department's budget and award expenditures due to the department's failure to provide documentation. At the time of this report, the department had not provided the requested documentation.

The EOBGR concluded with an exit interview with the aforementioned individuals. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 255 N 4TH ST GRAND FORKS, ND, 58203

Title:
Phone: 701-787-8184
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 255 N 4TH ST GRAND FORKS, ND, 58203

Title:
Phone: 701-787-8184
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Lieutenant
Phone: (701) 787-8000

Site Visit Contact 2
Name: (b) (6)

Title: Lieutenant
Phone: (701) 787-8000

Site Visit Contact 3
Name: (b) (6)

Title: Mayor
Phone: (701) 787-8000

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	92
Actual Staffing Level from Oldest Hiring Grant Application	95

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	ND048ZZ	**GRANTEE NAME:**	CITY OF GRAND FORKS
GRANT:	15JCOPS22GG03514UHPX		
AWARD AMOUNT:	$750,000.00		
LOCAL MATCH:	$755,813.45		
SOURCE OF LOCAL MATCH (if applicable):	The local match requirement for this award is $ 755,813 from the General Fund		
START DATE:	2022-10-01	**END DATE:**	2027-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

6 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Public safety

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Enhance legitimacy and trust

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The mission of the Uniform Patrol Bureau Community Engagement Crime Reduction Officers is to enhance and guide the patrol bureau's positive community engagement, as well as to strategically partner with community members and community leaders to ensure areas of concern are being aggressively addressed. The Community Engagement Crime Reduction Officers partner with the police department's Crime Analyst to predictively analyze crime trends and work with community members and officers to address these trends. Each officer was assigned a problem areas and they work with the crime analyst to eradicate crime in those areas.

Total Number of COPS Funded Positions:	6	FT	PT
Total Number of COPS Positions Hired:	6	FT	PT
Total Number in academy:		FT	PT
Total Number on the Street:	6	FT	PT
Total Number of COPS Funded Positions Vacant:	0	FT	PT
Total Number of Local Vacant Positions	0	FT	PT

Dates Vacant Positions will be Filled: Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See Hire and Retention Worksheet

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Each of the police department's six patrol sectors have an officer assigned as a Community Engagement Crime Reduction Officer, who acts as a sector team leader. They Enhance legitimacy and trust of the police department within the community by heightening relationships between the agency and the community, on both micro and macro levels.

Increase the department's ability to work within the diverse community to investigate potential biases and initiate counter-bias initiatives.

Increase the Uniform Patrol Bureau's ability to implement community policing strategies to problem solve crime trends specific to individual neighborhoods within patrol sectors Utilize data driven policing to enhance proactive crime prevention efforts within the community.

Increase community awareness of sector crime activity using social media, public forums, and informal meetings.

Grant Award Requirements:

A Cops Hiring Program Award (CHP) # 15JCOPS-22-GG-03514-UHPX was awarded to the City of Grand Forks (referenced "the Department") in the amount of $750,000 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for six (6) new-hire full-time sworn career law enforcement officers. The CHP award provides funding to law enforcement agencies to hire and/or rehire career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which was included in the Department's award package. The local match requirement for this award is $755,813. The start date of this award was October 1, 2022, with a proposed end date of September 30, 2027.

Comments:

During the EOBGR, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Mrs. Angel Mason conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The Department may have experienced local vacancies during the course of the award implementation. The Department provided a Budgeted and Strength Chart that included contract positions which increased their actual strength over the budgeted positions. As a result, it does not accurately reflect the agency's actual staffing levels. The department was instructed to provide an updated Budgeted and Actual Strength Chart excluding the contracted positions. In addition, if there were local vacancies, they were asked to provide supporting documentation addressing any local vacancies experienced and measures taken to backfill them during fiscal years FY 2021, FY 2022, FY 2023, and FY 2024. The Department was given 7 days to provide the documentation but to date, the department has not provided the requested documents.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained in the notification letter that was issued to the Department they were required to submit specific documentation in preparation of the desk review. As discussed during the review, it was determined that the Department failed to provide a General Ledger demonstrating contribution of the local match. Based upon the Department's failure to provide adequate documentation, a potential compliance issue has been identified. The General Ledger with expenditures related to the award that clearly identifies a COPS specific cost code in the Department's accounting system and the local match contribution. The Department explained that it currently separates federal award funds from the general funds account. Per our discussion, there is a COPS-specific code in the Department's accounting system for the COPS awards as well as a separate code for the local match contribution. As such, the Department was reminded of the DOJ Grants Financial Guide that ensures agencies are fulfilling their fiduciary responsibility to safeguard grant funds. Due to the failure to provide specific financial documents, staff was unable to review for compliance.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as "Other" in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The Dates of Hire and Retention Chart were provided but officers (b) (6)
personnel action form documents were required to verify employment dates and veteran status (DD-214 for post-9/11 military veterans), as well as (b) (6)
(b) (6) personnel action form document to verify employment date. To date, clarification response has not been submitted. Clarification is also needed to

explain why officers (b) (6) , who are still listed as active on the award, but according to the discussion during the review, these officers have transitioned off the COPS award and new entry level officers have been hired and assigned to the award because they are paid with grant funds at an entry level salary. Due to this issue, further clarification is required to review and determine compliance. As discussed, the clarification response for this issue must be submitted on Department letterhead and signed by Chief Nelson along with the Financial Expenditures Tracking log for each of the officers paid with award funds.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Supervisor Approval:

To: Grant Monitoring File

From: Latoya Pickett-Bell
Management Analyst

Subject: CITY OF MEDFORD/ OR084ZZ

Date: 3/13/2024 11:48:00 AM

I. Overview of EOBGR

On Tuesday, February 27, 2024, Management Analyst LaToya Pickett-Bell conducted a grant monitoring Enhanced Office Based Grant Review (EOBGR) with the City of Medford Police Department ("the Department"). Mrs. Pickett-Bell was joined by the following COPS staff: Auditors Warren Brooks; Frank Adedeji; and Ricquel Reynolds; and Grants Management Specialist Antonio Tovar.

The purpose of the EOBGR was to assess compliance with the COPS awards regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following awards were reviewed: COPS Hiring Program (CHP) Award #15JCOPS-22-GG-03476-UHPX and COPS Technology and Equipment Program (TEP) Award #15JCOPS-23-GG-01682-TECP.

Mrs. Pickett-Bell conducted an entrance interview with the following attendees: Deputy (b) (6) : Lieutenant of Administration (b) (6) Lieutenant of Community Engagement (b) (6) and Sergeant of the Livability Section (b) (6)
During this initial portion of the EOBGR, Mrs. Pickett-Bell provided a brief history of the COPS Office, explained the purpose and overview of the desk review, and confirmed the finalized agenda.
After opening remarks and introductions, Mrs. Pickett-Bell discussed the Department's community policing efforts. Mrs. Pickett-Bell was apprised of their initiatives to address homelessness particularly in the Bear Creek Greenway.

In 2019, the Department jumpstarted a new program called the Livability Team, which is comprised of officers, and focuses on a targeted approach to curtail homelessness. Of note, the team is not dispatched to calls for service but rather, uses non-traditional policing methods by providing critical resources to individuals experiencing homelessness. During the community policing discussion, the Department shared a PowerPoint presentation that highlighted the successes of the program and individual testaments. Worth mentioning, the story of an individual name Karen was most inspiring. Karen was once anti-police and camped out at the Bear Creek Greenway.

Due to the officers persistence in meeting people where they are and removing barriers, they visit the Bear Creek Greenway daily to speak with the individuals and direct them to the resources they need. Karen has since been transformed due to the officers constant and genuine care for her and she is now reunited with her children in safe housing and is attending community college.
When the team originated in 2019, it consisted of three (3) officers, one (1) Community Service Officer, and one (1) records specialist. At present, they now have one (1) sergeant, one (1) corporal, six (6) officers, and one (1) part-time Community Service Officer.

The team does in fact conduct enforcement regarding any cases of trespassing; however, it's more so for resource collection. When encountering trespassers, they are able to learn where the individual(s) have migrated from, which his typically from Washington or further south in Oregon. Nonetheless, when an individual is jailed for whatever reason, the Department's Community Service Liaison is present to speak with the individual and learn of the treatments or services needed.

When handling repeat offenders, the Department utilizes the services of the municipal court to develop programs that are specific to the individual's needs (i.e. reducing fines to those who are homeless or financially incapable).

They have developed many partnerships to make the Team successful in their efforts to combat homelessness. Specifically, Mercy Flights Ambulance, On-Track, and Rogue Retreat are some of the providers they have partnered with. During the discussion of partnerships, the Department had key members from some of the groups join in such as (b) (6) of Mental Health Outreach (AKA Options); (b) (6) , Manager at the Kelly Shelter for (b) (6) and (b) (6) of Jackson County Health & Human Services.

The group, Options, participate twice a week by joining the Department at the Greenway to make contact with those experiencing homelessness. Additionally, Rogue Retreat is a short-term living facility that partners with the Team. Remarkably, (b) (6) shared a testimony of how (b) (6) was once homeless and living on the Greenway and have since been helped by the team and is now the manager of the shelter. Lastly, Jackson County Health & Human Services provides a diversion program for homeless individuals and those who are deemed incompetent to stand trial. When unsuccessful in finding specific individuals who have outstanding charges, they pull together the resources to find and help the individual(s). (b) (6) explained that (b) (6) meets with the arrested homeless individuals at the jail and match them with the best support services.

Mercy Flights Ambulance is a local EMT paramedic transport company that joins the Team every Monday and Wednesday from 9 a.m. – 11:30 a.m. at the Greenway. On-Track is a non-profit organization specializing in substance abuse treatment. Similar to On-Track, Rogue Retreat provides two (2) shelters in town, in which service providers are able to visit the shelters to provide continuing peer support.

It was explained that all homeless persons must sign a Release of Information before redirecting to partnering providers. Another great benefit is that the police

transport homeless individuals from the jail directly to a service provider. Moreover, they conduct a yearly survey in March and September by contacting people in the encampments on the Greenway.

In targeting homelessness while learning and developing new strategies to deal with the influx, particularly attributed to weather fluctuations and availability at some hotels, the Department holds what is called "Chronic Homeless" monthly meetings. This is a multi-disciplinarian approach whereas the meeting covers everything from mental health, veteran assistance, substance abuse, etc. Some of the city hotel partners are half emergency shelters and the other half are regular lease units (that serves as a transition from the emergency shelter).

In gauging the needs of the community, the Department disseminates a survey developed by SpiderTech. The survey is provided when individuals come into police contact (i.e., a traffic accident, citation). The survey asks about the interaction with the officer(s), how the issue was handled, and if they would like to share any community issues. Also, the public is made aware of the survey through a press release.

In a subsequent discussion, Mrs. Pickett-Bell, discussed the financial, administrative, and programmatic review of the Department's awards with Office Administrator (b) (6) , Accounting Supervisor (b) (6) , Lieutenant (b) (6) , Deputy (b) (6) , Emergency Manager (b) (6) , and Deputy CFO (b) (6) . During this portion, Mrs. Pickett-Bell reviewed the hiring documentation and award expenditures incurred for the officers assigned to the CHP award. At the time of the desk review, the Department hadn't begun implementing the TEP award.

The desk review concluded with an exit interview with aforementioned individuals. A summary of the desk review was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 411 W 8TH ST MEDFORD, OR, 97501

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 411 W 8TH ST MEDFORD, OR, 97501

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Chief of Police
Phone:

Site Visit Contact 2
Name: (b) (6)

Title: Deputy
Phone: (541) 774-2207

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	109
Actual Staffing Level from Oldest Hiring Grant Application	109

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	OR084ZZ	**GRANTEE NAME:**	CITY OF MEDFORD
GRANT:	15JCOPS22GG03476UHPX		
AWARD AMOUNT:	$375,000.00		
LOCAL MATCH:	$766,693.21		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-10-01	**END DATE:**	2027-09-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

3 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Legitimacy and Trust

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Legitimacy and Trust

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department has deployed their most seasoned/veteran officers to the Bear Creek Greenway to address homelessness. The officers frequently visit this encampment to provide critical services such as mental health, addiction services and other social services.

Total Number of COPS Funded Positions: 3 FT PT

Total Number of COPS Positions Hired:	3	FT	PT
Total Number in academy:		FT	PT
Total Number on the Street:	3	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions	5	FT	PT

Dates Vacant Positions will be Filled: ASAP Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Dates of Hire Chart

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The COPS funded officers are assigned to patrol and the redeployed officers are assigned to the Livability Team to address homelessness in and around the Bear Creek Greenway.

Grant Award Requirements:

CHP Award #15JCOPS-22-GG-03476-UHPX was awarded to the Department in the amount of $375,000 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for three (3) new-hire full-time sworn career law enforcement officers. Funding under this program will support three (3) years of officer or deputy salaries within a five-year period of performance to accommodate time needed for recruitment and hiring. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $766,693.20. The start date of this award is October 1, 2022, with an end date of September 30, 2027.

Comments:

During the EOBGR, Management Analyst LaToya Pickett-Bell conducted a review of the Department's budgeted and actual staffing levels, hiring of the sworn officer positions and the salaries and fringe benefits incurred. Mrs. Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - As discussed, the Department must provide supporting documentation addressing the local vacancies experienced and measures taken to backfill them during the following fiscal years: 1 vacancy in FY 21; 2 in FY 22; and 5 in FY 24.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Per the financial analysis of the tracking spreadsheets provided outlining the salaries and fringe benefits paid to the officers assigned to the award, it was determined that the Department erroneously charged against the project costs for the experienced/veteran officers and not that of the newly-hired officers. As discussed, the Department should track the programmatic performance of the experienced/veteran officers and the financial expenditures/payments must be for the newly-hired officers. The Department explained that the $67,561.03 expended from the award to-date was for the experienced/veteran officers assigned to the Livability Team. In assessing the salaries and fringe benefits for the newly-hired officers, the total amounts to $55,474.65. As such, the amount deemed as unallowable for exceeding the actual/approved costs is $12,086.38 ($67,561.03 (ineligible veteran officers) - $55,474.65 (newly-hired officers) = $12,086.38). Further, it was confirmed that the last drawdown occurred on 1.24.24 in the amount of $40,503 for the reporting period dates of October 1 -December 31, 2023. As explained by the Department, the pay period ending on January 15, 2024, was not included in this draw down. In reviewing the expenditures, the total amount claimed for this pay period for the 3 allowable/newly-hired officers is $5,463.06 (West: $1,667.67; Pine: $2,083.07; and Boone: $1,712.32). In sum, the total unallowable costs that must be remedied is $6,623.32 ($12,086.38 (original unallowable costs violation)- $5,463.06 (unclaimed expenditures pending draw down).

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Upon reviewing the CHP financial expenditures, it was determined that the Department incurred costs for the following fringe benefits: dental insurance, retirement, and police trust totaling $10,338.30. These fringe benefits were not approved on the budget; however, they are permissible under the CHP Award. The Department was reminded that it must submit a modification in JustGrants should the total costs for the aforementioned fringe benefits exceeds 10% ($37,500) of the approved award costs ($375,000). No further action is required at this time.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as “Other” in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Per the Performance Report that was submitted on 8.29.23, it was reported that the 3 positions were filled on 7.1.2023, which conflicts with the completed Dates of Hire and Retention Chart and personnel hiring forms for the funded officers, which reflects the official hiring date of the newly hired officers as 2.20.23. The Department is instructed to amend its Performance Report to reflect the correct hiring dates for the three (3) officers assigned to the award.

NON-HIRING GRANT

ORI:	OR084ZZ	**GRANTEE NAME:**	CITY OF MEDFORD
GRANT:	15JCOPS23GG01682TECP		
AWARD AMOUNT:	$1,444,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-12-29	**END DATE:**	2024-12-31

Grant Award Requirements:

TEP Award #15JCOPS-23-GG-01682-TECP was awarded to the Department in the amount of $1,444,000 in federal funds over a two-year (24-month) award period. The FY 2023 COPS Technology and Equipment Program is an invitational-only grant program designed to develop and acquire effective equipment, technologies, and interoperable communications that assist in responding to and preventing crime. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is December 29, 2022, with an end date of December 31, 2024.

Comments:

At the time of the monitoring review, the Department had not begun implementing this award.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or

embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 3/13/2024.

Supervisor Approval:

Marcia Jackson

U.S. Department of Justice
Office of Community Oriented Policing Services

Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: Latoya Pickett-Bell
Management Analyst

Subject: CITY OF NORTH MYRTLE BEACH/ SC106ZZ

Date:

I. Overview of Site Visit

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: CITY OF NORTH MYRTLE BEACH NORTH MYRTLE BEACH, SC, 29582

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: CITY OF NORTH MYRTLE BEACH NORTH MYRTLE BEACH, SC, 29582

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Chief of Police
Phone:

Site Visit Contact 2
Name:

Title:
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	85
Actual Staffing Level from Oldest Hiring Grant Application	78

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	SC106ZZ	**GRANTEE NAME:**	CITY OF NORTH MYRTLE BEACH
GRANT:	15JCOPS22GG03436UHPX		
AWARD AMOUNT:	$750,000.00		
LOCAL MATCH:	$721,632.85		
SOURCE OF LOCAL MATCH (if applicable):	Match is $721,632.84- General funds		
START DATE:	2022-10-01	**END DATE:**	2027-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	FT	PT
Total Number of COPS Positions Hired:	FT	PT
Total Number in academy:	FT	PT
Total Number on the Street:	FT	PT
Total Number of COPS Funded Positions Vacant:	FT	PT

Total Number of Local Vacant Positions FT PT

Dates Vacant Positions will be Filled: Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☐ No

Date(s) of hire:

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Grant Award Requirements:

Comments:

Compliance Issues Comments:

Supplanting – Early Hire

Supplanting – Early Purchase

Supplanting – Reduction in Force

Supplanting – Failure to Fill Local Vacancies

Supplanting – Other

Failure to Pay Local Match

Retention-Failure to Retain (Hiring)

Retention-Failure to Retain (Equipment)

Unallowable Costs

Unsupported Costs

Excess Cash

Misuse of Funds

Failure to Provide Documentation

Reports – Delinquent Financial reporting

Reports – Delinquent Programmatic Reporting

Special Condition

Other

Community Policing

Administrative Issues Comments:

Grant Adjustment

Grant Extension

Grant Withdrawal

Sole Source Justification

Contractor/Consultant Rate Adjustment

Indirect Cost Rate (IDC)

Other

HIRING 3.0 COPS GRANT

ORI:	SC106ZZ	**GRANTEE NAME:**	CITY OF NORTH MYRTLE BEACH
GRANT:	15JCOPS23GG04827UHPX		
AWARD AMOUNT:	$1,000,000.00		
LOCAL MATCH:	$1,080,648.34		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2023-10-01	**END DATE:**	2028-09-30

Waiver Granted:

☐ Yes ☐ No

☐ Full ☐ Partial

Category of COPS-funded Positions:

New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	FT	PT
Total Number of COPS Positions Hired:	FT	PT
Total Number in academy:	FT	PT
Total Number on the Street:	FT	PT

Total Number of COPS Funded Positions Vacant: FT PT

Total Number of Local Vacant Positions FT PT

Dates Vacant Positions will be Filled: Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☐ No

Date(s) of hire:

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Grant Award Requirements:

Comments:

Compliance Issues Comments:

Supplanting – Early Hire

Supplanting – Early Purchase

Supplanting – Reduction in Force

Supplanting – Failure to Fill Local Vacancies

Supplanting – Other

Failure to Pay Local Match

Retention-Failure to Retain (Hiring)

Retention-Failure to Retain (Equipment)

Unallowable Costs

Unsupported Costs

Excess Cash

Misuse of Funds

Failure to Provide Documentation

Reports – Delinquent Financial reporting

Reports – Delinquent Programmatic Reporting

Special Condition

Other

Community Policing

Administrative Issues Comments:

Grant Adjustment

Grant Extension

Grant Withdrawal

Sole Source Justification

Contractor/Consultant Rate Adjustment

Indirect Cost Rate (IDC)

Other

Comments:

Supervisor Approval:

To: Grant Monitoring File

From: Latoya Pickett-Bell
Management Analyst

Subject: CITY OF NORTH MYRTLE BEACH/ SC106ZZ

Date: 7/5/2024 3:24:00 PM

I. Overview of Site Visit

On Wednesday, March 27, 2024, Management Analyst LaToya Pickett-Bell conducted a grant monitoring site visit with the County of North Myrtle Beach Police Department ("the Department").

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following awards were reviewed: COPS Hiring Program Awards #15JCOPS-21-GG-03453-UHPX, #15JCOPS-22-GG-03436-UHPX, and #15JCOPS-23-GG-04827-UHPX.

Mrs. Pickett-Bell conducted an entrance interview with the following attendees: Community Ambassador of Mission BBQ (b) (6) Captain (b) (6) (b) (6), Chief (b) (6) , Public Information Officer (b) (6) , Officer (b) (6) , and Development Director of Sea Haven (b) (6)

During this initial portion of the site visit, Mrs. Pickett-Bell provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Pickett-Bell discussed the Department's community policing and increased trust within the community. The City of North Myrtle Beach has a population of roughly 19K residents and a sworn force of 87 officers. The major problem facing the community is property crime.

Chief (b) (6) expounded on the importance of the agency hiring officers that wants to be a part of the community. Notably, (b) (6) commended (b) (6) officers for not viewing community policing as a philosophy but rather, the officers on the road do their own community policing in an organic manner. Captain (b) (6) explained that (b) (6) interviewed several of the grant funded officers to learn about how they're building legitimacy. Some examples of the officers' initiatives are participating in Shop with a COP, Special Olympics, attending HOA meetings, Trunk or Treat, and frequently meeting with hotel managers and owners. Officers also participates in National Walk to School day and on holidays, they host activities at the recreation center.The Department's Community Services Office is also located in the recreational center.

A remarkable effort spearheaded by one of the sergeants was his voluntary potluck with their RV camp, in which he used his own funds to carry out. Another ingenious effort was the initiative of another officer starting the now adopted daily roll call at the park. The openness of the roll call in a public setting provides wanted exposure and a sense of community and togetherness. Another remarkable story of another officer is one who knows of a disabled elderly woman that lives near the beach. This officer visits her house daily to take out her trash.

Officer (b) (6) spoke about the program developed called Junior K-9. This program is youth-focused and is a way to promote positive behavior in classrooms. Within the City of North Myrtle Beach, they have two (2) public schools and three (3) private schools. With the program, each school selects one (1) kid each month to be entered into the program. The child must have good attendance, good grades, and promote anti-bullying. Under the program, the child gets to pin the dog with their own personalized name tag that was received from the Department. In turn, the dog wears the name tag for a month. As a bonus, the children are invited to participate in the Christmas parade and sit on the float. Further, the Department partnered with the Myrtle Beach Pelicans and the children march on the field during open season. The agency highlighted their receipt of the 2024 COPS Community Photo Contest winner due to this program. In addition to this program, Officer Wilkinson conducts the de-escalation training for the department and as part of the training, they create tense/high pressure situations to learn how to respond to incidents.

The Department explained how it has been actively participating in the Community Law Enforcement Appreciation Committee (CLEAC) and provides funds to teach life skills to youth. Within the schools, they've actively conducted active shooter trainings as well as reading to elementary classes.

It was further discussed that fentanyl cases are slowing down with at least one overdose a week. In providing critical services to those in distress or experiencing substance or mental abuse, they have contracted through FMRT for a mental health clinician.
(b) (6) , Development Director of (b) (6) , elaborated on this organization. SeaHaven is an emergency shelter for youth between 12-17 year olds and covers life skills (driving, cooking, finances, presentation skills, law enforcement interactions). It was explained that children entering this program are inclusive of trafficking victims, run aways, and those who were kicked out of their home. The average time of stay is nine (9) days but no greater than 14 days. They also have a contract with Social Services for a fee for service. Moreover, they provide support to schools and truancy officers, offer parenting classes every Tuesday via Zoom, and had 354 kids come through the program last year.

Further, RAD is a women-only self-defense class they offer to citizens have since expanded to include both women and children.

Lastly, they explained that they are starting a community action response team comprised of sworn officers (hiring is impending). The team is a mobile team that addresses crimes or community needs. They also have an alcohol enforcement team which is especially helpful during spring break.

In a subsequent discussion, Mrs. Pickett-Bell, discussed the financial, administrative, and programmatic review of the Department's awards with Captain (b) (6) and Chief (b) (6) . At the time of the visit, Mrs. Pickett-Bell reviewed the hiring documentation and award expenditures incurred under the awards. At the time of the visit, the Department had not expended funds from any of the awards.

The site visit concluded with an exit interview with Captain (b) (6) and Chief (b) (6) . A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: CITY OF NORTH MYRTLE BEACH NORTH MYRTLE BEACH, SC, 29582

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: CITY OF NORTH MYRTLE BEACH NORTH MYRTLE BEACH, SC, 29582

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Chief of Police
Phone:

Site Visit Contact 2
Name:

Title:
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	85
Actual Staffing Level from Oldest Hiring Grant Application	78

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	SC106ZZ	**GRANTEE NAME:**	CITY OF NORTH MYRTLE BEACH
GRANT:	15JCOPS21GG03453UHPX		
AWARD AMOUNT:	$750,000.00		
LOCAL MATCH:	$579,273.85		
SOURCE OF LOCAL MATCH (if applicable):	$579,274: general funds		
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

6 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Disorderly Activity

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Legitimacy and Trust

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department has implemented several new programs to build trust within the community such as Junior K-9, Street Crime Unit, and partnering with local agencies to teach life skills to youth as well fostering relationships with business owners.

Total Number of COPS Funded Positions:	6	FT	PT
Total Number of COPS Positions Hired:	6	FT	PT

Total Number in academy:		FT	PT
Total Number on the Street:	6	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions		FT	PT

Dates Vacant Positions will be Filled: Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☑ No

Date(s) of hire:

See attached Dates of Hire Chart

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☑ No

Primary activities of COPS-funded positions and/or redeployed officers:

The newly hired officers have been deployed into patrol to increase presence to include bike and beach patrol. The officers are also responsible for meeting with business owners, mentoring youth, and participate in community events.

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03453-UHPX was awarded to the Department in the amount of $750,000 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for six (6) new-hire full-time sworn career law enforcement officers. Funding under this program will support three (3) years of officer or deputy salaries within a five-year period of performance to accommodate time needed for recruitment and hiring. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $579,274. The start date of this award is October 1, 2021, with an end date of September 30, 2026.

Comments:

During the site visit, a review was performed of Department's hiring, salaries and fringe benefits expenditures, and programmatic progress of the sworn officers assigned to the award. At the time of the visit, the Department had not expended any award funds from the grant. Mrs. LaToya Pickett-Bell conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - It was determined that the Department experienced local vacancies during the course of the award implementation. As discussed, the Department must provide supporting documentation addressing the local vacancies experienced and measures taken to backfill them during the following fiscal years: 6 vacancies in FY 20; 7 in FY 21; 9 in FY 22; and 8 in FY 23.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was also reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - As explained during the site visit, it was determined that the Department is supplanting its locally budgeted officers by assigned them to the award. Specifically, under the 2021 CHP award, the following officer was not a newly-hired officer when Officer (b) (6) departed the position on 6/19/23: • Officer (b) (6) was hired on 7/7/2022, which is prior to Officer (b) (6) departing (b) (6) position. As such, Officer (b) (6) is deemed to have been a locally-funded position and is ineligible under the award. As such, these positions are deemed ineligible and the total salaries and fringe benefits being paid to

the said officers are deemed unallowable. At the time of the visit, the Department had not expended any award funds from any of the awards; therefore, the Department does not have to repay any funds to the COPS Office to remedy this issue. However, the Department is advised that these positions are ineligible under the awards and that it should not charge any future expenditures for these officers but rather, assign/hire officers that were hired after the official award start date.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained in the site visit notification letter that was issued to the Department, the agency must provide: • A copy of its general ledger, that supports each cost category as it appears in the awarded budgets. Expenditures related to the awards should clearly identify a COPS specific cost code in the Department's accounting system, the local match contribution, and should be further supported in the general ledger; • The agency was requested to provide the COPS Reimbursement spreadsheets for the 2021 and 2023 awards, as well as the COPS financial expenditures tracking spreadsheet template for the 2023 award; and,

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the visit, the Department was currently delinquent with its required performance reports. As a result, the Department's JustGrants account is currently suspended and the Department is unable to expend any funds from the grant award until the reports are successfully submitted. The Department is encouraged to submit the reports in a timely and accurate fashion.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the visit, the Department was currently delinquent with its required performance reports. As a result, the Department's JustGrants account is currently suspended and the Department is unable to expend any funds from the grant award until the reports are successfully submitted. The Department is encouraged to submit the reports in a timely and accurate fashion.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as "Other" in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the 2021 award application, the Department indicated its intent to hire a military veteran. The Department acknowledged that none of the hired officers were military veterans. As such, the Department is required to provide supporting documentation demonstrating its hiring efforts to recruit a military veteran(s). Documentation samples includes interview schedules (with proof of the military status of the applicant(s)), job announcements acknowledging veterans' preference, a job certification list with a veteran who may have been deemed ineligible for hiring and/or a job declination letter from

a veteran. In addition, a letter must be submitted, on Department letterhead, addressing this matter. Supporting documentation must be submitted in order to receive a waiver of this award requirement. Otherwise, the Department may be deemed noncompliant and such remedy of this violation can result in a reduction of funded position(s) and subsequent repayment of funds for officers deemed ineligible under the award.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI:	SC106ZZ	**GRANTEE NAME:**	CITY OF NORTH MYRTLE BEACH
GRANT:	15JCOPS22GG03436UHPX		
AWARD AMOUNT:	$750,000.00		
LOCAL MATCH:	$721,632.85		
SOURCE OF LOCAL MATCH (if applicable):	$721,632.84. - general funds		
START DATE:	2022-10-01	**END DATE:**	2027-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

6 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Legitimacy and Trust

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Legitimacy and Trust

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department has implemented several new programs to build trust within the community such as Junior K-9, Street Crime Unit, and partnering with local agencies to teach life skills to youth as well fostering relationships with business owners.

Total Number of COPS Funded Positions:	6	FT	PT
Total Number of COPS Positions Hired:	6	FT	PT

Total Number in academy:		FT	PT
Total Number on the Street:	6	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions		FT	PT

Dates Vacant Positions will be Filled: Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Dates of Hire Chart

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The newly hired officers have been deployed into patrol to increase presence to include bike and beach patrol. The officers are also responsible for meeting with business owners, mentoring youth, and participate in community events.

Grant Award Requirements:

CHP Award #15JCOPS-22-GG-03436-UHPX was awarded to the Department in the amount of $750,000 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for six (6) new-hire full-time sworn career law enforcement officers. Funding under this program will support three (3) years of officer or deputy salaries within a five-year period of performance to accommodate time needed for recruitment and hiring. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $721,632.84. The start date of this award is October 1, 2022, with an end date of September 30, 2027.

Comments:

During the site visit, a review was performed of Department's hiring, salaries and fringe benefits expenditures, and programmatic progress of the sworn officers assigned to the award. At the time of the visit, the Department had not expended any award funds from the grant. Mrs. LaToya Pickett-Bell conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - It was determined that the Department experienced local vacancies during the course of the award implementation. As discussed, the Department must provide supporting documentation addressing the local vacancies experienced and measures taken to backfill them during the following fiscal years: 6 vacancies in FY 20; 7 in FY 21; 9 in FY 22; and 8 in FY 23.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was also reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - As explained during the site visit, it was determined that the Department is supplanting its locally budgeted officers by assigned them to the award. Specifically, under the 2022 CHP award, the following officers were hired prior to the award start date of October 1, 2022: • Officer (b) (6) was hired on 9/22/2022 • Officer (b) (6) was hired on 8/28/2022 In reviewing the personnel action forms, the officers were in fact hired on the dates as reflected above. As such, these positions are deemed ineligible and the total salaries and fringe benefits being paid to the said officers are deemed

unallowable. At the time of the visit, the Department had not expended any award funds from any of the awards; therefore, the Department does not have to repay any funds to the COPS Office to remedy this issue. However, the Department is advised that these positions are ineligible under the awards and that it should not charge any future expenditures for these officers but rather, assign/hire officers that were hired after the official award start date.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained in the site visit notification letter that was issued to the Department, the agency must provide: • A copy of its general ledger, that supports each cost category as it appears in the awarded budgets. Expenditures related to the awards should clearly identify a COPS specific cost code in the Department's accounting system, the local match contribution, and should be further supported in the general ledger; • The agency is requested to provide the COPS Reimbursement spreadsheets for the 2021 and 2023 awards as well as the COPS provided financial expenditures tracking spreadsheet for the 2023 award. • Include copies of redacted* personnel orders for Officers Grainger and Demaio (both of whom were assigned to the 2022 award).

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the visit, the Department was currently delinquent with its required performance reports. As a result, the Department's JustGrants account is currently suspended and the Department is unable to expend any funds from the grant award until the reports are successfully submitted. The Department is encouraged to submit the reports in a timely and accurate fashion.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the visit, the Department was currently delinquent with its required performance reports. As a result, the Department's JustGrants account is currently suspended and the Department is unable to expend any funds from the grant award until the reports are successfully submitted. The Department is encouraged to submit the reports in a timely and accurate fashion.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI:	SC106ZZ	**GRANTEE NAME:**	CITY OF NORTH MYRTLE BEACH
GRANT:	15JCOPS23GG04827UHPX		
AWARD AMOUNT:	$1,000,000.00		
LOCAL MATCH:	$1,080,648.34		
SOURCE OF LOCAL MATCH (if applicable):	1,080,648 - general funds		
START DATE:	2023-10-01	**END DATE:**	2028-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

8 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Legitimacy and Trust

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Legitimacy and Trust

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department has implemented several new programs to build trust within the community such as Junior K-9, Street Crime Unit, and partnering with local agencies to teach life skills to youth as well fostering relationships with business owners.

Total Number of COPS Funded Positions:	8	FT	PT
Total Number of COPS Positions Hired:	8	FT	PT

Total Number in academy:		FT	PT
Total Number on the Street:	8	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions		FT	PT

Dates Vacant Positions will be Filled: Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☑ No

Primary activities of COPS-funded positions and/or redeployed officers:

The newly hired officers have been deployed into patrol to increase presence to include bike and beach patrol. The officers are also responsible for meeting with business owners, mentoring youth, and participate in community events.

Grant Award Requirements:

CHP Award #15JCOPS-23-GG-04827-UHPX was awarded to the Department in the amount of $1,000,000 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for eight (8) new-hire full-time sworn career law enforcement officers. Funding under this program will support three (3) years of officer or deputy salaries within a five-year period of performance to accommodate time needed for recruitment and hiring. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $1,080,648. The start date of this award is October 1, 2023, with an end date of September 30, 2028.

Comments:

During the site visit, a review was performed of Department's hiring, salaries and fringe benefits expenditures, and programmatic progress of the sworn officers assigned to the award. At the time of the visit, the Department had not expended any award funds from the grant. Mrs. LaToya Pickett-Bell conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - It was determined that the Department experienced local vacancies during the course of the award implementation. As discussed, the Department must provide supporting documentation addressing the local vacancies experienced and measures taken to backfill them during the following fiscal years: 6 vacancies in FY 20; 7 in FY 21; 9 in FY 22; and 8 in FY 23.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was also reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - As explained during the site visit, it was determined that the Department is supplanting its locally budgeted officers by assigned them to the award. Under the 2023 CHP award, the following officers were hired prior to the award start date of October 1, 2023: • Officer (b) (6) was hired on 9/11/2023 • Officer (b) (6) was hired on 7/31/2023 • Officer (b) (6) was hired on 9/25/2023 In reviewing the personnel action forms, the officers were in fact hired on the dates as reflected above. As such, these positions are deemed ineligible and the total salaries and fringe benefits being paid to the said officers are deemed unallowable. At the time of the visit, the Department had not expended any award funds from any of the awards;

therefore, the Department does not have to repay any funds to the COPS Office to remedy this issue. However, the Department is advised that these positions are ineligible under the awards and that it should not charge any future expenditures for these officers but rather, assign/hire officers that were hired after the official award start date.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained in the site visit notification letter that was issued to the Department, the agency must provide: • A copy of its general ledger, that supports each cost category as it appears in the awarded budgets. Expenditures related to the awards should clearly identify a COPS specific cost code in the Department's accounting system, the local match contribution, and should be further supported in the general ledger; • The agency is requested to provide the COPS Reimbursement spreadsheets for the 2021 and 2023 awards as well as the COPS provided financial expenditures tracking spreadsheet for the 2023 award. • Please include copies of redacted* personnel orders forms for the officers assigned to the 2023 award

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the visit, the Department was currently delinquent with its required performance reports. As a result, the Department's JustGrants account is currently suspended and the Department is unable to expend any funds from the grant award until the reports are successfully submitted. The Department is encouraged to submit the reports in a timely and accurate fashion.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the visit, the Department was currently delinquent with its required performance reports. As a result, the Department's JustGrants account is currently suspended and the Department is unable to expend any funds from the grant award until the reports are successfully submitted. The Department is encouraged to submit the reports in a timely and accurate fashion.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 7/5/2024.

Supervisor Approval:

Marcia Jackson

U.S. Department of Justice
Office of Community Oriented Policing Services

Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: Monique Bolton
Grant Management Specialist

Subject: CITY OF PEORIA/ IL456ZZ

Date: 6/20/2024 12:27:00 PM

I. Overview of EOBGR

On May 21, 2024, Grant Monitoring Specialist Monique Bolton conducted an Enhanced Office Based Grant Review (EOBGR) with City of Peoria. The purposes of the EOBGR were to access compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant awards were reviewed: COPS Technology and Equipment Program (Congressionally Directed Spending) (CTEP) Award #15JCOPS-23-01887-TECP.

Monique Bolton conducted an entrance interview with Chief (b) (6) , Grants Coordinator (b) (6) and the Technology Director (b) (6) (b) (6) During this initial portion of the EOBGR, Monique Bolton provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Bolton discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Mrs. Bolton was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CTEP award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing. The City of Peoria has established partnerships with 8 different law enforcement agencies and 11 fire departments. The new software will allow the partnerships to integrate with the other applications, which the current software is not capable of doing. The integration of the software will also reduce double data entry, manual processes and inefficiencies.

In a subsequent discussion, Mrs. Bolton discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's CTEP grant awards. During the discussion, Mrs. Bolton reviewed the invoices, purchase orders, training expenditures, inventory records and other relevant financial documentation for each grant award.

The EOBGR concluded with an exit interview with Chief (b) (6) . A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 419 FULTON ST PEORIA, IL, 61602

Title:
Phone:
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 419 FULTON ST PEORIA, IL, 61602

Title:
Phone:
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Emergency Communications Center Director
Phone: (309) 494-8035

Site Visit Contact 2
Name: (b) (6)

Title: Technology Director
Phone: (309) 494-8105

Site Visit Contact 3
Name: (b) (6)

Title: Grants Coordinator
Phone: (309) 494-8331

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	IL456ZZ	**GRANTEE NAME:**	CITY OF PEORIA
GRANT:	15JCOPS23GG01887TECP		
AWARD AMOUNT:	$2,000,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-12-29	**END DATE:**	2024-12-31

Grant Award Requirements:

CTEP Award #15JCOPS-23-GG-01887-TECP was awarded to the City of Peoria in the amount of $2,000,000.00 in federal funds over a two-year/24-month award funding period for the approved invitation-only grant program designed to develop and acquire effective equipment, technologies, and interoperable communications that assist in responding to and preventing crime. The start date of this grant award is December 29, 2022, and the end date was extended to December 31, 2024.

Comments:

During the EOBGR, a review was performed of Department's equipment and technology. Mrs. Bolton conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Comments - Agency has drawn down funds

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 6/20/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Chanell Jones

Lead Grant Program Specialist

Subject: Concord Police Department/ NC01301

Date: 6/17/2024 9:48:00 AM

I. Overview of EOBGR

On March 6, 2024, Lead Grant Program Specialist, Mrs. Chanell Jones conducted an Enhanced Office Based Grant Review (EOBGR) with the Concord Police Department ("the Department"). The purpose of the EOBGR was to assess compliance with the COPS grant award regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant award was reviewed: COPS Hiring Program (CHP) Award number 2020UMWX0524.

Mrs. Jones conducted an entrance interview with Chief (b) (6) , Major (b) (6) and Grants Specialist (b) (6) During this initial portion of the EOBGR, Mrs. Jones provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Jones discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Mrs. Jones was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP grant awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

Specifically, the agency staff was able to describe the Department's community policing efforts and explain how the CHP grant enhanced the community policing activities and the problem-solving strategies, resulting in more proactive policing and the ability to better address violent crime and quality of life issues.

The discussion included the agency staff providing a summary of grant-funded activities and how the COPS award helped agency address their problem area of non-violent crimes. Staff further explained that new officer policies were established as a result of the CHP award. Under the 2020 award, the agency was able to hire 8 full-time sworn officer positions. For the award the COPS-funded officer positions focused on proactively addressing violent crime problems including, but not limited to: property crimes, human trafficking issues, fraud, shoplifting and burglaries.This resulted in the agency being able to increase crime prevention efforts and decrease criminal activities.

In a subsequent discussion, Mrs. Jones discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's CHP grant awards. During the discussion, Mrs. Jones reviewed the salaries and fringe benefits, invoices, purchase orders, training expenditures, inventory records and other relevant financial documentation for each grant award.

Grant administration including performance and financial reporting were discussed during the meeting. At the time of the EOBGR the department had submitted all required performance and financial reports.

The EOBGR concluded with an exit interview with Grant Manager,(b) (6) as well as Chief (b) (6) and Major (b) (6) . A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 41 Cabarrus Avenue West Concord, NC, 28026

Title: Chief of Police
Phone: (704) 920-5007
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 41 Cabarrus Avenue West Concord, NC, 28026

Title: City Manager
Phone: (704) 920-5201
Fax: (704) 920-6909
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: General Manager
Phone: (281) 665-9985

Site Visit Contact 2
Name: (b) (6)

Title: Chief
Phone: (704) 920-5007

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	188
Actual Staffing Level from Oldest Hiring Grant Application	175

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	NC01301	**GRANTEE NAME:**	Concord Police Department
GRANT:	2020UMWX0524		
AWARD AMOUNT:	$1,000,000.00		
LOCAL MATCH:	$634,223.84		
SOURCE OF LOCAL MATCH (if applicable):	General funds		
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

8 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Concord Police Department has made progress toward addressing identified problems by using the grant to create and enhance their strategic plan that is directly tied to the Department's community policing goals. The strategic plan is divided into 8 goals. Three of those goals are incorporated into the CHP award. Goal # 1-Crime, Fear and Disorder is mission-driven and the operational basis for which the department exists. Goal # 2-Community Engagement is based upon the understanding that the department cannot be successful unless it transparently partners with a supportive and engaged community. Goal # 3-Staffing is a significant component of the agency's strategic plan. The department cannot accomplish its vision and mission without a dedicated staff of professionals willing to serve Concord's citizens, visitors and businesses. This is a department wide initiative, meaning that the overall strategy is tied to community engagement and all officers adhere to this strategy.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☑ Fraud ☑ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☑ Fraud ☑ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

During the EOBGR the agency discussed how the increased staffing from the grant had allowed the department to address crime and increase the visibility of

officers. As a result, there had also been a reduction in violent crime issues because more officers were needed in the high crime areas identified.

Total Number of COPS Funded Positions:	8	FT	PT
Total Number of COPS Positions Hired:	8	FT	PT
Total Number in academy:		FT	PT
Total Number on the Street:	8	FT	PT
Total Number of COPS Funded Positions Vacant:	0	FT	PT
Total Number of Local Vacant Positions	24	FT	PT

Dates Vacant Positions will be Filled: Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See hire and retention worksheet.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

For the purposes of this grant, eight police officers were hired and assigned to the identified patrol district. The primary activities of the officers include, but are not limited to, answering calls for service, conducting investigations, performing traffic stops, foot patrols, bicycle patrol, performing property checks, making arrests, issuing citations, investigating crashes, attending community meetings, partnering with local businesses, and using problem solving methods to address crime and the fear of crime in their assigned area.

Grant Award Requirements:

CHP Award #2020UMWX0524 was awarded to the Concord Police Department(“the Department”) in the amount of $1,000,000 in federal funds over a three-year (36-month) award-funding period for the approved entry-level salary and fringe benefits for eight (8) new-hire full-time sworn career law enforcement officers. The allowable costs for which the City’s award has been approved are limited to those listed on the Financial Clearance Memo (FCM), which is included in the Department’s award package. The local match requirement for this award is $634,224. The start date of this award is July 1, 2020, and the end date is June 30, 2024.

Comments:

During the EOBGR meeting, a review of the Department's staffing levels, salary and fringe benefits payments as well as the hiring dates of the sworn officers hired under the above-referenced grant award program was completed. In addition, Mrs. Jones conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee’s historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by local vacancies was identified. The Department experienced twenty-four (24) local vacancies in FY2024. Department indicated that they were making ongoing recruitment efforts to address local vacancies.

Supplanting – Other

The Awardee’s approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson. 6/17/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Melissa Harrington
Grant Program Specialist

Subject: Connecticut Department of Public Safety/ CTCSP00

Date: 12/19/2023 8:45:00 AM

I. Overview of EOBGR

On December 5, 2023, Lead Grant Program Specialist Melissa Harrington conducted an Enhanced Office Based Grant Review (EOBGR) with the Emergency Services and Public Protection ("the Department"). Anne Beamon, Grant Management Specialist also shadowed the EOBGR. The purposes of the EOBGR were to access compliance with the COPS grants award regulations, terms, and conditions; review the Department's community policing efforts; and to provide customer service.

During the EOBGR, the following COPS grant awards were reviewed: COPS Anti-Heroin Task Force (AHTF) Awards #2019HPWX0014 and 15JCOPS-22-GG-02419. Mrs. Harrington conducted an entrance interview with the following CT State Police representatives, Grant Award Administrator Sergeant (b) (6) (b) (6), Captain (b) (6), Fiscal Administrative Supervisor (b) (6) Lieutenant (b) (6), and (b) (6) in Grants. Partners that were also present included (b) (6), Director, Alliance of Prevention and Wellness BHC, (b) (6), Public Health Analyst with CDC/NEHIDTA, and (b) (6) with New England High Intensity Drug Trafficking Areas (NEHIDTA). During this initial portion of the EOBGR, Mrs. Harrington provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Harrington discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Mrs. Harrington was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the AHTF grant awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

In a subsequent discussion, Mrs. Harrington discussed with the aforementioned attendees the financial, administrative, and programmatic review of the Department's AHTF grant awards. During the discussion, Mrs. Harrington reviewed the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award.

At the time of the AHTF grant award applications, the Department indicated the focus areas were to dismantle drug trafficking organizations and to expand the CRISIS (Connection to Recovery through Intervention, Support, and Initiating Services) program throughout the state. For both awards the same goals applied and the Anti-Heroin Task Force/Bureau of Special Investigations (BSI) Statewide Narcotics Task Force (SNTF) ran both awards simultaneously.

Regarding organizational transformation, the Department explained with the 2019 award, beginning in July of 2021, their CRISIS program expanded greatly. The CRISIS (Connection to Recovery through Intervention, Support, and Initiating Services) program started with one troop area and it currently has a fourth troop area being developed. This program is no longer considered a "pilot program". The Department has been working with local mental health authority clinicians, who have been helping in their communities alongside their troopers. For the 2021 award, the Department was awarded a modification to hire a CRISIS coordinator. Once this coordinator is hired, the goal is to continue to add additional positions so the CRISIS program can be implemented across the state. The modification was to help fill in voids in service, and ultimately have the position be state funded. Staffing at local mental health authorities are limited so the position is expected to help tremendously in facilitating the CRISIS program.

The Department indicated both awards are used to investigate numerous new and continuing investigations related to opioid, heroin, fentanyl and prescriptions pill cases. The awarded equipment has made a significant impact on the quality of their investigative techniques. The Department indicated both awards' impact will be measured by a "listen and learn" approach along with statistical data on arrests, drug seizures and overdose deaths. The funding also allowed an expansion of the CRISIS program into 3 troop areas, this helps provides individuals who are opioid dependent the ability to interact with a trooper and clinician in hopes to get them the appropriate recovery resources.

The Department explained various areas where they are demonstrating community policing. The Department indicated there are 169 towns across the state and 85 are covered by the CT State police. And that the state is divided into 12 troops. The CT State police participates in a resident trooper program and indicated this program allows for individualized community approaches to respond to the crime. Some of these community policing approaches include public safety education and identify community hazards. The DEC (Drug Endangered Children) program has been created within the state. The Department teaches on the fundamentals of DEC which is to prevent or serve drug endangered children and to provide resources. The Department also teaches on CT drug threats/trends training and participates in the DARE program with the local schools.

The Department described how the CT State Police Bureau of Special Investigations (BSI) Statewide Narcotics Task Force (SNTF) has been involved in various problem solving working groups. The goal of these problem solving working groups is how the Department can make a positive change relative to substance use within their communities. BSI-SNTF participates monthly in the CT Alcohol and Drug Policy Council meetings. The group is currently reviewing substance use disorders trainings. BSI-SNTF works closely with the CDC and have problem solved with the overdose response strategy (ORS)/overdose fatality review board (OFR). BSI-SNTF also collaborates with the CTIC (Connecticut Intelligence Center) fusion center to go over drug intelligence throughout the state. The

Department collaborates with the CT Department of Mental Health and Addiction Services (DMHAS) and the local mental health authorities to provide resources to those requiring substance abuse intervention.

The Department described various partnerships with the community they serve. A few of these partnerships include New England High Intensity Drug Trafficking Areas, Counterdrug Partnership, state/federal/local task force officers, local mental health authorities, and the CRISIS program. These relationships are helping to target drug trafficking areas throughout the state, sharing intelligence, targeting narcotics investigations, and providing mental health and addiction services.

The CRISIS program itself has an array of partnerships: Southeastern Mental Health Authority, a public health and safety team, and United Services which is a private nonprofit behavioral health center.

The Department has indicated partnerships with numerous agencies to include DEA, FBI, HSI, HIDTA and their supporting agencies, numerous local and state law enforcement agencies, Department of Mental Health and Addiction Services, and Department of Children and Families. They have furthered relationships with local mental health authorities that are involved with the CRISIS program.

The awardee highlighted 4 successes for both their 2019 and 2021 awards. The awarded overtime helped detectives work on their cases and it made an impact on the opioid epidemic within their state. The awarded equipment in both awards expanded their investigatory and surveillance abilities. Relationships and partnerships have been formed. The 2019 and 2021 awards have expanded their CRISIS program tremendously (Connection to Recovery through Intervention, Support, and Initiating Services) program throughout the state. Awardee indicated since 2021, they have made over 200 contacts/referrals with individuals in need of mental health/addictions services in hopes to get them towards recovery.

The partners offered additional feedback on the awards. They noted that the problem-solving capacity has expanded between the Department and the partners. That everyone is on “the same page”, sharing intelligence, drug trends, and intervention strategies. A clinician is now in a troop and the referral process is much more streamlined. Partners also assessed law enforcement for “burn out” and harm reduction survey took place for the law enforcement including crisis intervention training. Captain (b) (6) noted that the same individuals he sees are becoming less frequent now because of the resources and referrals they are receiving.

In a subsequent discussion, Mrs. Harrington discussed the financial, administrative, and programmatic review of the Department's AHTF awards. Under the AHTF awards, Mrs. Harrington reviewed the Department’s invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award.

The EOBGR concluded with an exit interview with the aforementioned attended. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 1111 Country Club Road Midldetown, CT, 06457

Title: Colonel
Phone: (860) 685-8000
Fax: (860) 685-8354
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 1111 Country Club Road Midldetown, CT, 06457

Title: Commissioner
Phone: (860) 685-8000
Fax: (860) 685-8354
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: New England HIDTA
Phone:

Site Visit Contact 2
Name: (b) (6)

Title: Public Health Analyst
Phone: (203) 623-4716

Site Visit Contact 3
Name: (b) (6)

Title: Director, Alliance for Prevention and Wellness
Phone: (203) 892-6418

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	CTCSP00	**GRANTEE NAME:**	Connecticut Department of Public Safety
GRANT:	15JCOPS21GG02419SAHT		
AWARD AMOUNT:	$2,297,039.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-10-01	**END DATE:**	2024-09-30

Grant Award Requirements:

AHTF Award #2019HPWX0014 was awarded to the Department in the amount of $1,105,369 in federal funds over a two-year/24-month award funding period to investigate illicit activities related to the distribution of heroin or unlawful distribution of prescription opioids. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The start date of this grant award is October 1, 2019, and the end date was extended to September 30, 2023.

AHTF Award #15JCOPS-21-GG-02419 was awarded to the Department in the amount of $2,297,039 in federal funds over a two-year/24-month award funding period to investigate illicit activities related to the distribution of heroin or unlawful distribution of prescription opioids. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The start date of this grant award is October 1, 2021, with an end date of September 30, 2024.

Comments:

In a subsequent discussion, Mrs. Harrington discussed the financial, administrative, and programmatic review of the Department's AHTF awards. Under the AHTF awards, Mrs. Harrington reviewed the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 12/19/2023.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Antonio Tovar
Grants Management Specialist

Subject: COUNTY OF MACON/ GA191ZZ

Date: 7/29/2024 2:42:00 PM

I. Overview of EOBGR

On Tuesday, May 7, 2024, Grants Management Specialist Antonio Tovar conducted a grant monitoring Enhanced Office Based Grant Review (EOBGR) with the County of Macon ("the Department"). Mr. Tovar was joined by the following COPS staff: Management Analyst LaToya Pickett-Bell.

The purpose of the EOBGR was to assess compliance with the COPS award regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following award was reviewed: COPS Technology and Equipment Program (TEP) Award #15JCOPS-22-GG-01479-TECP.

Mr. Tovar conducted an entrance interview with the following attendees: County Manager (b) (6) ; Chairman (b) (6) ; Vice Chairman (b) (6) (b) (6) and EMA Director (b) (6) .

During this initial portion of the EOBGR, Mr. Tovar provided a brief history of the COPS Office, explained the purpose and overview of the desk review, and confirmed the finalized agenda.

After opening remarks and introductions, (b) (6) discussed the Department's efforts. Mr. Tovar was apprised of their initiatives to address the need for an Interoperative Communication System for Public Safety and First Responders between seven (7) different regional entities.

(b) (6) also made COPS staff aware that the previous County Manager did not inform the Board of Commissioners, nor the Macon County Sheriff of this grant and the requirements involved. Macon County had been trying to gather information about the grant and after reviewing the grant application, determined that the equipment requested would not benefit the community as originally intended. A modification was discussed during the EOBGR to better align Macon County's needs with the Interoperative Communication System. A potential necessary GAM was discussed, and the agency's assigned grant manager, Verlena Braxton, was informed for future assistance.

The COPS grant application was prepared and submitted by former County Manager (b) (6) prepared the application without consulting the appropriate officials. Upon awareness of the grant award, (b) (6) asked (b) (6) for a copy of the grant award application and approved award on several occasions to ensure that Macon County was compliant with the grant; however, he was not forthcoming with any information.

According to (b) (6) , after reviewing the invoices, it was determined that (b) (6) ordered items that were for (b) (6) own personal use and gain and the procured items were unrelated to the award terms and requirements. The said items were purchased between October 2022 – January 2023 by (b) (6) . After (b) (6) dismissal, (b) (6) had to obtain copies of the grant documents and the reports that had been filed. After (b) (6) termination and subsequent arrest, (b) (6) met with all Macon County Law Enforcement agencies, the EMA Director, Fire Department and EMS Director to discuss the equipment that was requested in the grant. As explained, some of the procured items were retrieved by the Georgia Bureau of Investigation upon their investigation. Nevertheless, It was determined that the equipment that was requested would not work with their current communication structure. Macon County is currently working on a change of scope request for the radio equipment.

The desk review concluded with an exit interview with aforementioned individuals. A summary of the desk review was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: P.O. BOX 297 OGLETHORPE, GA, 31068

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: P.O. BOX 297 OGLETHORPE, GA, 31068

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Sheriff
Phone: (478) 472-6447

Site Visit Contact 2
Name: (b) (6)

Title: EMA Director
Phone: (478) 472-7021

Site Visit Contact 3
Name: (b) (6)

Title: Vice-Chairman
Phone: (478) 472-7021

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	GA191ZZ	**GRANTEE NAME:**	COUNTY OF MACON
GRANT:	15JCOPS22GG01479TECP		
AWARD AMOUNT:	$1,400,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-03-15	**END DATE:**	2024-03-31

Grant Award Requirements:

TEP Award #15JCOPS-22-GG-01479-TECP was awarded to the Department in the amount of $1,400,000 in federal funds over a two-year (24-month) award period. The FY 2022 COPS Technology and Equipment Program is an invitational-only grant program designed to develop and acquire effective equipment, technologies, and interoperable communications that assist in responding to and preventing crime. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is March 15, 2022, with an end date of March 31, 2024. Subsequently, a GAM was submitted and approved on January 17, 2024, extending the award to March 31, 2025.

Comments:

During the EOBGR, Grant Management Specialist Antonio Tovar conducted a review of the Department's budgeted equipment, technologies, and interoperable communications incurred. Mr. Tovar was unable to conduct a 3.0 Community Policing Review as part of the community review, as the agency did not have the appropriate information or personnel available.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - In reviewing the expenditures reported and the approved budget, it was determined that the Department incurred costs in the amount of $8,442.55 that were outside the scope of work and therefore deemed unallowable. As explained by the Department, the below-mentioned items were procured by a former employee who purchased said items for personal gain. As such, the items are deemed unallowable and the funds expended from the award must be repaid to remedy this violation. $332.64 AIRPODS with leather case Apple, Inc $791.98 Cell phone (1) Verizon Wireless $269.00 AC + T&L IPHONE 14 PRO Max Insurance Apple, Inc 906.68 $845 Montblanc Augmented Paper Urban Racing Spirit Montblanc $1,113.27 Montblanc M Gram 4810 Backpack Montblanc $18.00 Eraser refills Montblanc $1,599.00 IPAD PRO 11 WF CL Apple, Inc $116.00 AC + IPAF PRO 11 INCH Apple, Inc $99.00 MAGIC MOUSE Apple, Inc $199.00 MAGIC KEYBOARD TOUCH ID NUMBER KEY Apple, Inc $2,798.98 MBP 13.3 SG/8C CPU/10C CPU Apple, Inc $199.00 AC + FOR 13 INCH MACBOOK PRO Apple, Inc As a result, the Department must repay the funds to remedy the unallowable cost violation

in the amount of $8,442.55. The matter was referred to COPS Legal and is currently under additional investigation.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, potential evidence of suspected criminal intent was identified as discussed below. A compliance issue will be created in the Issue Resolution Module and referred to the COPS Legal Division with all necessary documentation.

Comments - In reviewing the expenditures reported and the approved budget, it was determined that the Department incurred costs in the amount of $8,442.55 that were outside the scope of work and therefore deemed unallowable. As explained by the Department, the below-mentioned items were procured by a former employee who purchased said items for personal gain. As such, the items are deemed unallowable and the funds expended from the award must be repaid to remedy this violation. $332.64 AIRPODS with leather case Apple, Inc $791.98 Cell phone (1) Verizon Wireless $269.00 AC + T&L IPHONE 14 PRO Max Insurance Apple, Inc 906.68 $845 Montblanc Augmented Paper Urban Racing Spirit Montblanc $1,113.27 Montblanc M Gram 4810 Backpack Montblanc $18.00 Eraser refills Montblanc $1,599.00 IPAD PRO 11 WF CL Apple, Inc $116.00 AC + IPAF PRO 11 INCH Apple, Inc $99.00 MAGIC MOUSE Apple, Inc $199.00 MAGIC KEYBOARD TOUCH ID NUMBER KEY Apple, Inc $2,798.98 MBP 13.3 SG/8C CPU/10C CPU Apple, Inc $199.00 AC + FOR 13 INCH MACBOOK PRO Apple, Inc As a result, the Department must repay the funds to remedy the unallowable cost violation in the amount of $8,442.55. The matter was referred to COPS Legal and is currently under additional investigation.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained in the Request for Documentation letter that was issued to the department, the following item was not submitted to the COPS Office prior to or at the time of the desk review. It was requested that the agency provide the following documentation to remedy this compliance issue: • A one-page progress narrative of the TEP award to include successes, obstacles, and to address any changes from the original application. Also, include projected timeline to complete award implementation.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the desk review, it was identified that the Department was currently delinquent in its Performance Report that was due on March 31, 2024. The Department was reminded to submit the report ASAP and made aware that their ASAP account would remain suspended until the report has been successfully submitted. PR-642567 Regular Reporting Period: Aug 1, 2023 to Jan 31, 2024 Due date: Mar 31, 2024 PR-Delinquent

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The former County Manager did not inform the Board of Commissioners or the Macon County Sheriff of this grant and the requirements that are involved. Since his departure Macon County has been trying to gather information about the grant. After reviewing the grant application, it has been determined that the equipment requested in the grant will not benefit the community as intended. Macon County will be seeking a grant modification so this grant can move forward and provide the community support that is needed.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Supervisor Approval:

LaToya Pickett-Bell

To: Grant Monitoring File

From: Frank Adededji

Auditor

Subject: Detroit, City of/ MI82349

Date: 11/5/2024 3:49:00 PM

I. Overview of Site Visit

On Tuesday, September 24, 2024, Auditor Frank Adededji conducted a grant monitoring site visit with the City of Detroit Police Department ("the Department"). Mr. Adededji was joined by the following COPS staff: Assistant Director Marcia Jackson.

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. During the site visit, the following awards were reviewed: COPS Hiring Program (CHP) Award # 2020ULWX0003 and Community Policing Development (CPD) Award #15JCOPS-21-GG-02333-SPPS.

Mr. Adededji conducted an entrance interview with the following attendees: Chief (b) (6) , Deputy Chief (b) (6) , Supervisory Accountant (b) (6) , Grant Manager (b) (6) , Assistant Director (b) (6) and other staff members of Detroit Police Department. During this initial portion of the site visit, Mr. Adededji provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mr. Adededji discussed the Department's community policing efforts in relation to the COPS awards. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the COPS awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The discussion focuses on the City of Detroit Police Department's efforts in problem-solving, fostering strong community partnerships, and the Department's commitment to transformation that supports these partnerships and enables proactive strategies.

In addressing crime issues, funding awarded through the COPS program has been instrumental for the Department. This financial support has allowed the Department to hire and deploy 15 additional officers, significantly increasing police presence in the community. This enhanced visibility not only ensures public safety but also contributes to an improved quality of life for residents. By fostering stronger relationships between law enforcement and the community, the Department is better equipped to address public concerns and proactively tackle crime. Ultimately, this investment in personnel strengthens the community's overall security and resilience.

The Department also conducts a quarterly Police and Community Summit, aimed at fostering collaboration between community members and law enforcement officials to address crime-related issues. These programs play a crucial role in building trust and understanding between the community and the Department. By facilitating open dialogue and providing a platform for residents to voice their concerns, the Department enhances transparency and accountability in its operations. These efforts not only strengthen community relations but also empower citizens to actively participate in creating safer neighborhoods.

Additionally, the Department employs intelligence-driven community policing strategies to effectively reduce crime and target priority offenders. Utilizing advanced technologies such as ShotSpotter, Project Greenlight, license plate readers, large crowd metal detectors, and police surveillance towers, the Department enhances its capabilities within its Real-Time Crime Center. These tools enable officers to gather critical information about criminal activity and facilitate timely responses to incidents. By integrating technology with community policing efforts, the Department improves operational efficiency and fosters a safer environment for residents. This proactive approach underscores the Department's commitment to leveraging innovative solutions in the pursuit of public safety.

The Department has also enhanced its response to individuals experiencing mental health challenges and the unsheltered population in the community. To address these issues more effectively, the Department has expanded its Crisis Intervention Team into a citywide unit that offers comprehensive wraparound services for those in mental health crises. During the current fiscal year, the Department has received approximately 20,000 calls related to these challenges and has responded to around 13,000 of them. One inspiring story involves a homeless man named Carli, who received assistance from the Department and is now a manager at a local company, highlighting the positive impact of these initiatives.

The Department has established numerous partnerships with a diverse array of community members and organizations to collaboratively address local challenges and foster trust within the community. Notably, it collaborates with Ceasefire Detroit and the City of Detroit Health Department to change community norms surrounding violence through community-based prevention initiatives. The faith-based community also plays a vital role by providing shelters for the homeless and partnering with the Department on Project Greenlight to combat crime.

Additionally, the Citizen's Police Academy offers eight weeks of training to residents, equipping them with insights into the police department, the duties of officers, and the tools necessary for effective community service.

The Department further collaborates with the U.S. Attorney General's Office and the Wayne County Prosecutor's Office to review cases for improved resolution, and it works with the FBI on issues related to violent crime. Moreover, the Department partners with the Bureau of Alcohol, Tobacco, Firearms and

Explosives on shot detection, analyzing information about the type of firearm used and linking offenders to specific weapons. Lastly, it collaborates with Wayne State University on research and education initiatives for Department officers.

In 2020, the Department was initially structured into three pillars, which were consolidated into two organizational pillars in 2022: the Office of Field Support and the Office of Enforcement Operations. This reorganization aimed to better align the Department with the community policing model while expanding the Mental Health Co-Response Taskforce and enhancing responses to violent crime.

A key aspect of this transformation was the decentralization of the Risk Management Unit, which was divided into specific focus areas for management review to ensure the successful achievement of the Department's mission. The Office of Field Support assists the Office of Neighborhood Policing through three distinct bureaus, with the Neighborhood Policing Bureau serving as the enforcement arm within this organizational framework.

To assess the program's effectiveness, the Department utilizes a range of metrics, including comprehensive crime statistics reports and direct feedback from community members. In 2024, the Department observed a reduction in non-fatal shootings from 650 to 420, while fatal shootings decreased from 170 to 125. Additionally, the Department conducts biannual reviews of officers participating in the program to evaluate their performance and community engagement in addressing local challenges.

In a subsequent discussion, Mr. Adededji, discussed the financial, administrative, and programmatic review of the Department's awards with Chief (b) (6) , Deputy Chief (b) (6) , Supervisory Accountant (b) (6) , Grant Manager (b) (6) , Assistant Director (b) (6) and other Staff members of Detroit Police Department. During this portion, Mr. Adededji, reviewed the hiring documentation and other relevant financial documentation for the COPS award.

Captain (b) (6) led the COPS team on community tour to enhance understanding of the department's community efforts. The tour began with Captain (b) (6) introducing the Crisis Intervention Team under the Crisis Stabilization Unit (CSU). The CSU plays a pivotal role in addressing the needs of community members who are experiencing mental health crises or facing shelter-related issues. During FY2024, the CSU successfully assisted 3,500 individuals dealing with mental health challenges and provided support to 1,100 community members facing shelter-related issues.

As part of the tour, the CSU team showcased the specialized vehicles used in their daily operations. These vehicles are equipped with a variety of tools designed to handle the complexities of their work, including equipment specifically for de-escalating tense situations when responding to community members in distress. The CSU team also provided a detailed demonstration of how these tools are used in real-world scenarios.

After the CSU tour, Captain (b) (6) led the COPS team to key areas in Downtown and Midtown Detroit known for high levels of community engagement and service delivery. In Downtown Detroit, the team was shown Pope Francis Church, which offers critical services, including shelter and other quality-of-life programs for individuals in need. In Midtown, the team was shown a local mental health center, offering insight into the community's efforts to address mental health issues.

The tour also included a visit to the department's Real-Time Crime Center, led by Director (b) (6) . Director (b) (6) highlighted the center's role in providing officers with real-time video feeds and critical information to support rapid responses to incidents within the community. (b) (6) also explained how advanced technologies, such as ShotSpotter, Project Greenlight, license plate readers, large crowd metal detectors, and police surveillance towers, enhance the department's ability to monitor and respond to public safety threats effectively.

The site visit concluded with an exit interview with aforementioned individuals. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 1301 Third St. 6th Flr Detroit, MI, 48226

Title: Chief of Police
Phone: (313) 596-1800
Fax: (313) 596-1450
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 1301 Third St. 6th Flr Detroit, MI, 48226

Title: Director
Phone: (313) 628-0273
Fax:
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title:
Phone (b) (6)
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title:
Phone: (313) 596-1822

Site Visit Contact 2
Name: (b) (6)

Title:
Phone: (313) 596-1824

Site Visit Contact 3
Name: (b) (6)

Title:
Phone: (313) 596-1922

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	2640
Actual Staffing Level from Oldest Hiring Grant Application	2465

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	MI82349	**GRANTEE NAME:**	Detroit, City of
GRANT:	2020ULWX0003		
AWARD AMOUNT:	$2,474,706.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

15	New Hires
0	Rehires – Previously Laid Off
0	Rehires – Scheduled for Layoffs
0	Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department hire and deploy 15 additional officers, significantly increasing police presence in the community. This enhanced visibility not only ensures public safety but also contributes to an improved quality of life for residents.

The Department also conducts a quarterly Police and Community Summit, aimed at fostering collaboration between community members and law enforcement officials to address crime-related issues. These programs play a crucial role in building trust and understanding between the community and the Department.

Additionally, the Department employs intelligence-driven community policing strategies to effectively reduce crime and target priority offenders. Utilizing advanced technologies such as ShotSpotter, Project Greenlight, license plate readers, large crowd metal detectors, and police surveillance towers, the Department enhances its capabilities within its Real-Time Crime Center. These tools enable officers to gather critical information about criminal activity and facilitate timely responses to incidents.

The Department has also enhanced its response to individuals experiencing mental health challenges and the unsheltered population in the community. To address these issues more effectively, the Department has expanded its Crisis Intervention Team into a citywide unit that offers comprehensive wraparound services for those in mental health crises. During the current fiscal year, the Department has received approximately 20,000 calls related to these challenges and has responded to around 13,000 of them.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	15	FT	0	PT
Total Number of COPS Positions Hired:	11	FT	0	PT
Total Number in academy:	0	FT	0	PT
Total Number on the Street:	11	FT	0	PT
Total Number of COPS Funded Positions Vacant:	4	FT	0	PT
Total Number of Local Vacant Positions	88	FT	0	PT

Dates Vacant Positions will be Filled: 2-3 month time Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See hire and retention worksheet

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The officers funded by the COPS Hiring Grant engage in various community policing activities including patrol functions. All Student Police Officers (SPO's) graduate from the Detroit Police Academy and become Probationary Police Officers (PPO's). They work within the community for at least 4 weeks whereafter they are assigned to a police precinct. The initial four week assignment occurs through the Crime Strategies Bureau with the goal to familiarize the officers with the community while building relationships and developing an appreciation for its citizens and ends with a patrol assignment from the Neighborhood Policing Bureau. Various assignments include foot beats in areas that experience a high volume of citizen interactions with business stakeholders and management of crowd control technology.

Grant Award Requirements:

CHP Award #2020ULWX0003 was awarded to the Department in the amount of $2,474,706 in federal funds over a three-year (36-month) award-funding period for the approved entry-level salary and fringe benefits for fifteen (15) new-hire full-time sworn career law enforcement officers. There is no local match requirement for this award. The allowable costs for which the Department's award has been approved are limited to those listed on the Financial Clearance Memo (FCM), which is included in the Department's award package. The start date of this award is July 1, 2020, and the end date was extended to June 30, 2024.

Comments:

During the site visit, a review was conducted of the Department's staffing levels, the hiring dates of sworn officers hired under the grant award program, and the salaries and fringe benefits incurred. Mr. Adededji conducted a COPS 3.0 Community Policing Review as part of this monitoring review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue regarding supplanting by reduction in force was identified. It was determined that the Department experienced eight (8) reductions in force in FY2023, and eleven (11) reductions in force in FY2024.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue regarding supplanting by failure to fill local

vacancies was identified. It was determined that the Department experienced one hundred and four (104) vacancies in FY2020, one hundred and five (105) vacancies in FY2021, two hundred and sixty-five (265) vacancies in FY2022, two hundred and forty-four (244) vacancies in FY2023, and ninety-four (94) vacancies in FY2024.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	MI82349	**GRANTEE NAME:**	Detroit, City of
GRANT:	15JCOPS21GG02333SPPS		
AWARD AMOUNT:	$241,768.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

CPD Award #15JCOPS-21-GG-02333-SPPS was awarded to the Department in the amount of $241,768 in federal funds over a two-year (24-month) award-funding period. CPD funds are used develop the capacity of law enforcement to implement community policing strategies by providing guidance on promising practices through the development and testing of innovative strategies; building knowledge about effective practices and outcomes; and supporting new, creative approaches to preventing crime and promoting safe communities. There is no local match requirement for this award. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The start date of this award is September 1, 2021, and the end date was extended to August 31, 2024.

Comments:

During the site visit, a review was conducted of the Department's staffing levels, the hiring dates of sworn officers hired under the grant award program, and the salaries and fringe benefits incurred. Mr. Adededji conducted a COPS 3.0 Community Policing Review as part of this monitoring review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or

embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 11/5/2024.

Supervisor Approval:

Marcia Jackson

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United States Department of Justice
Office of the Inspector General
Audit Division

Draft Audit Report

AUDIT OF THE OFFICE OF COMMUNITY ORIENTED POLICING SERVICES HIRING PROGRAM GRANTS AWARDED TO THE ESSEX COUNTY SHERIFF'S OFFICE, NEWARK, NEW JERSEY

Notice:
This Draft is Restricted to Limited Official Use.

This draft report is being provided to obtain advance review and comments from those with responsibility for the subjects it discusses. It has not been fully reviewed within the Department of Justice and is, therefore, subject to revision.

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Executive Summary

Audit of the Office of Community Oriented Policing Services Hiring Program Grants Awarded to the Essex County Sheriff's Office, Newark, New Jersey

Objectives

The Office of Community Oriented Policing Services (COPS) awarded the Essex County Sheriff's Office (ECSO) in Newark, New Jersey, three grants totaling $5,625,000 for the COPS Hiring Program (CHP). The objectives of this audit were to determine whether costs claimed under the grants were allowable, supported, and in accordance with applicable laws, regulations, guidelines, and terms and conditions of the award; and to determine whether ECSO demonstrated adequate progress towards achieving program goals and objectives.

Results in Brief

As a result of our audit, we concluded that ECSO did not effectively manage the awards that we reviewed. Specifically, ECSO did not use its accounting system to appropriately manage the grants, did not maintain adequate documentation to support financial administration of the grants, and did not have adequate policies and procedures related to grant administration. We found that we could not rely on the records ECSO provided during our audit, and we question the full amount of project costs that ECSO charged to the grants. This includes $4,503,266 in unsupported costs for the federal share and $1,121,734 in unspent grant funds as funds put to better use. In addition, we question $1,250,000 in the required local match.

Recommendations

Our report contains 14 recommendations to COPS. We requested a response to our draft audit report from COPS and ECSO, and their responses will be appended to the final audit report.

Audit Results

The grants we reviewed were funded by the CHP. This grant supported the ECSO community policing capacity and crime prevention efforts by providing funding to hire and rehire career law enforcement officers. As of May 2020, ECSO had drawn down a total of $4,503,266 in grant funds.

Program Goals and Accomplishments – We identified issues with ECSO's hiring of new law enforcement officers, and its ability to demonstrate an increase in community policing or crime prevention. In each of its 3 grant applications, ECSO reported a total of 417 funded officers in its fiscal year budget and stated that the target staffing level would increase by 15 officers per grant award, for a total staffing level of 462. We requested documentation and found that it only supported 373 funded officer positions. We also identified instances in which ECSO charged officers to the grant that had been hired prior to the grant award date. While ECSO maintained general law enforcement records of police activities, it did not maintain documentation specifically related to the grants.

Grant Financial Management - We determined ECSO had inadequate internal controls for grant administration to ensure compliance with applicable laws, regulations, and award terms and conditions. Specifically, we determined ECSO did not manage the grant based on grant activities, and did not prepare records to support actual expenditures, drawdowns, and match contributions. As a result, we question $4,503,266 in unsupported costs and recommend that COPS put to better use $1,121,734 in unspent grant funds.

Match – The COPS Office requires that match be in addition to funds previously budgeted for law enforcement purposes, and grantees maintain records that demonstrate the source, the amount, and when the local match was contributed. ECSO did not maintain records that demonstrated the amount, and when match amounts were contributed. In addition, ECSO was not able to provide supporting documentation of its match contributions. Therefore, we were unable to verify the amounts ECSO contributed. As a result, we question $1,250,000 in local match costs.

AUDIT OF THE OFFICE OF COMMUNITY ORIENTED POLICING SERVICES HIRING PROGRAM GRANTS AWARDED TO THE ESSEX COUNTY SHERIFF'S OFFICE, NEWARK, NEW JERSEY

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AUDIT OF THE OFFICE OF COMMUNITY ORIENTED POLICING SERVICES HIRING PROGRAM GRANTS AWARDED TO THE THE ESSEX COUNTY SHERIFF'S OFFICE, NEWARK, NEW JERSEY

INTRODUCTION

The U.S. Department of Justice (DOJ) Office of the Inspector General (OIG) completed an audit of three grants awarded by the Office of Community Oriented Policing Services (COPS) to the Essex County Sheriff's Office (ECSO) in Newark, New Jersey. The three grants awarded to ECSO totaled $5,625,000, as shown in Table 1.

Table 1

COPS Hiring Grants Awarded to the Essex County Sheriff's Office

Award Number	Award Date	Project Period Start Date	Project Period End Date	Award Amount
2015-UL-WX-0033	10/01/2015	09/01/2015	12/31/2018	$1,875,000
2016-UL-WX-0040	10/01/2016	09/01/2016	02/29/2020	$1,875,000
2017-UL-WX-0014	11/01/2017	11/01/2017	10/31/2020	$1,875,000
			Total:	**$5,625,000**

Source: COPS Office

Funding was provided through the COPS Hiring Program (CHP), which provides grants directly to law enforcement agencies to hire or rehire career law enforcement officers in an effort to increase community policing capacity and crime prevention efforts.

The Grantee

According to its website, ECSO is the law enforcement component of the Essex County government, and its immediate jurisdiction spans all of Essex County, New Jersey, which is approximately 127 square miles and includes 22 municipalities, with a population of about 800,000 in 2019. Newark, New Jersey is the county seat of Essex County and, according to the ECSO, it had 395 law enforcement officers on board at the time of our audit.

OIG Audit Approach

The objectives of this audit were to determine whether costs claimed under the grants were allowable, supported, and in accordance with applicable laws, regulations, guidelines, and terms and conditions of the grants; and to determine whether ECSO demonstrated adequate progress toward achieving program goals and objectives. To accomplish these objectives, we assessed performance in the following areas of grant management: program performance, financial management, grant expenditures, budget management and control, drawdowns, federal financial reports, and the retention plan.

We tested compliance with what we consider to be the most important conditions of the grants. The COPS Hiring Program Owner's Manual (CHP Owner's Manual), DOJ Grants Financial Guide(s) (DOJ Financial Guide), and the award documents contain the primary criteria we applied during the audit.

The results of our analysis are discussed in detail later in this report. Appendix 1 contains additional information on this audit's objectives, scope, and methodology. The Schedule of Dollar-Related Findings appears in Appendix 2.

AUDIT RESULTS

During our audit, we concluded that ECSO did not effectively manage the awards that we reviewed. Specifically, we found that ECSO did not use its accounting system to manage grant funding appropriately, did not maintain adequate documentation to support the financial administration or program performance of the grants, and did not have adequate policies and procedures related to grant administration to ensure compliance with the grants' requirements. We found that we could not rely on the records ECSO provided during our audit, as ECSO based its accounting for the grant program on estimated salary and fringe benefit amounts rather than actual costs incurred.

For this COPS Hiring Grant Program, ECSO was to use grant funding to hire 15 law enforcement officers per grant, utilize the funded positions to enhance local law enforcement over and above the level of onboard officers, and finally, retain the grant-funded law enforcement officer positions for 1 year after the 3-year funding period ended. However, we found that ECSO did not maintain records identifying the actual costs for the officers it hired using grant funds, but instead based reimbursement requests on estimates, using general salary calculations. As related to the enhancement of its law enforcement programs, using the grant-funded positions, we found that ECSO did not appropriately maintain documentation demonstrating that the positions were used to perform its policing strategy. While we did not identify instances where grant funding was used in place of local funding, because of the lack of contemporaneous documentation, we cannot fully comment on the adequacy of ECSO's hiring and retention of officers.

Details regarding the impact of the above issues on other aspects of ECSO's management of its COPS grants are discussed in the following sections.

Program Performance and Accomplishments

We reviewed award documentation, including application materials and progress reporting documents, to determine whether ECSO demonstrated adequate progress towards achieving program goals and objectives, and whether submitted reporting documentation was accurate.

Program Goals and Objectives

The CHP provides funds to hire or rehire career law enforcement officers in order to increase community policing capacity and crime prevention efforts. CHP funds may only be used to pay salaries and approved fringe benefits at the entry-level. ECSO was approved to hire 15 officers under each of the 3 grants, for a total of 45 new or rehired officers.

Table 2

Salaries/Approved Fringe Benefits for Newly Hired Officers for First 3 Years [a]

Year		2015-UL-WX-0033	20116-UL-WX-0040	2017-UL-WX-0014
Year 1	Salary	$50,475	$51,484	$52,514
	Fringe	$3,861	$3,939	$18,212
Year 2	Salary	$58,124	$59,287	$59,287
	Fringe	$4,446	$4,535	$20,561
Year 3	Salary	$66,059	$72,832	$72,832
	Fringe	$5,054	$5,572	$25,258
Totals		**$188,019**	**$197,649**	**$248,664**

[a] While approved fringe benefits consisted of Social Security and Medicare for all three grants, Grant Number 2017-UL-WX-0014 included health benefits as an approved fringe benefit.

Source: ECSO and OIG Analysis

ECSO selected "Homeland Security Problems - Protecting Critical Infrastructure Problems" as its primary focus and problem area in its grant applications and noted that it was going to utilize the grants to enhance the protection and response to critical infrastructure incidents within its jurisdiction. As discussed below, we identified issues with ECSO's: (1) staffing and hiring of new law enforcement officers, and (2) its ability to demonstrate an increase in community policing capacity or crime prevention efforts.

ECSO Staffing of Law Enforcement Officers

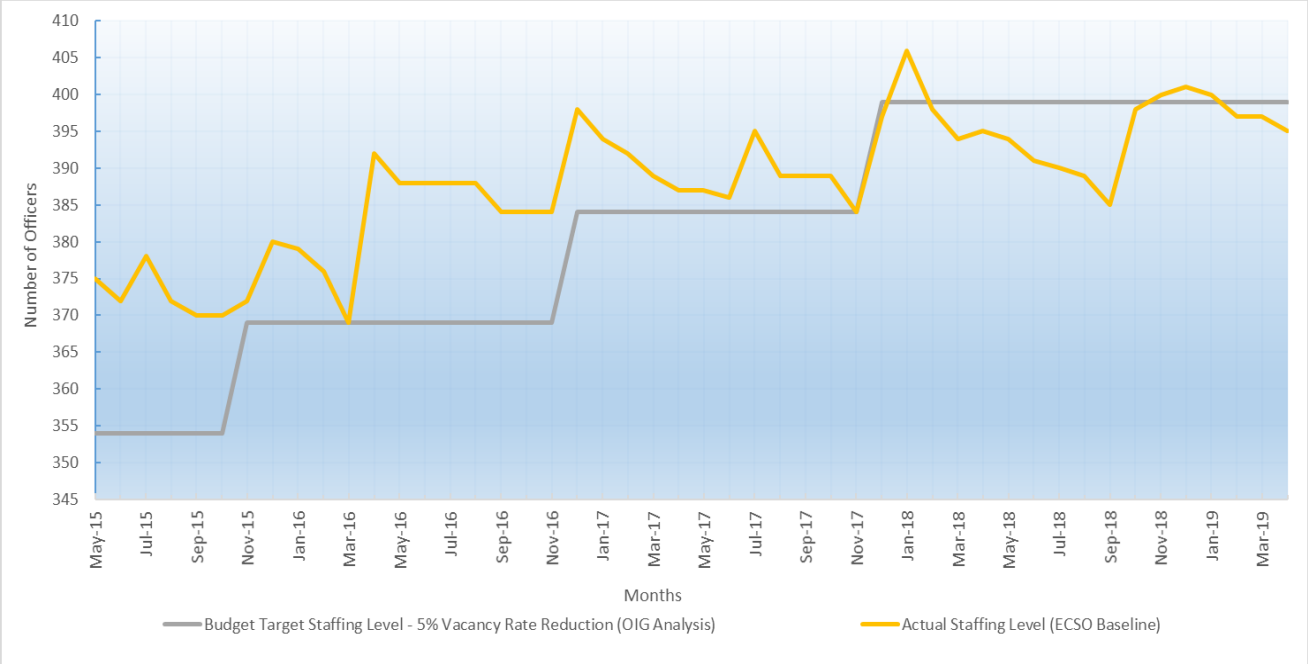
In each of its 3 grant applications, ECSO reported that there were a total of 417 funded officers in its fiscal year budget, and stated that the staffing level would increase by 15 officers as a result of each grant award, for a total staffing level of 462 after hiring throughout all 3 grants. We requested documentation to support the funded staffing levels in its grant applications, and ECSO provided monthly totals of law enforcement staffing from the time of its first grant application through April 2019. However, we found that the documentation provided only supported 373 funded officer positions at the time of the 2015 application. We discussed the issue with ECSO officials and were told the numbers reported in its application included ECSO's full staffing levels, including unfunded vacancies, rather than the actual number of officers funded in its budget. We reviewed all the grant adjustment notices, but none indicated that the lower budgeted figures were approved by the COPS Office.

In Figure 1, we depict our analysis of ECSO's officers: (1) the Budget Target Staffing Level, which is the number of officers ECSO budgeted for in FY 2015 and planned hiring based on subsequent COPS grant awards, less 5% for attrition, and (2) the Actual Staffing Level of officers ECSO had on board. Though the staffing level varied widely throughout the grant periods, ECSO met or surpassed the Budget

Target Staffing level for 29 of 42 months (69 percent) but was under this level for 13 of 42 months (31 percent).

Figure 1

Budget Target and Actual Staffing Levels [a]
May 2015 through April 2019



[a] For Grant Number 2015-UL-WX-0033, the retention period began in December 2018. The budget target staffing level also accounts for the COPS Office retention requirement that ensures the increased officer staffing level continues with local funds for a minimum of 12 months after federal funding ends. Additionally, the budget target staffing level has been reduced by 5 percent (19 officers) to account for vacancy rates.

Source: OIG Analysis of Essex County Sheriff's Office data

The CHP Owner's Manual allows for reductions in locally funded officer positions that occur for reasons unrelated to CHP funding, such as citywide budget reductions, but recipients must maintain documentation demonstrating the dates and reasons for the budget reductions to substantiate that they were unrelated to the receipt of CHP funding. According to ECSO officials, while ECSO's appropriations for salary and wages for Fiscal Years (FY) 2015 through FY 2018 were flat, ECSO was mandated to pay salary increases for all officer positions (average salary increase 1.78 percent). We determined that there was an overall increase in the number of total ECSO law enforcement officers. During a June 2018 grant monitoring site visit, the COPS Office identified potential supplanting by ECSO due to local vacancies. In response, ECSO provided documentation to support its compliance with the nonsupplanting requirement, including details of a 2009 cap of 2 percent, placed on local, county, and state budgets that led to operating budgets remaining static, which affected vacancies. ECSO also provided hiring and financial data. Based on its review of the supporting documentation, the COPS Office found

that Essex County did not violate the nonsupplanting requirement and adequately demonstrated that the local vacancies occurred for reasons unrelated to the receipt of COPS hiring grant funding and that the local vacancies would have occurred even in the absence of the COPS hiring grant funding. However, we found ECSO did not maintain documentation specifically identifying its staffing levels in relation to the COPS grant funding to demonstrate supplanting did not take place.

We identified instances in which ECSO charged officers to the grant that had been hired prior to the grant award date, in violation of grant requirements. According to the CHP Owner's Manual, CHP funds may only be used to pay for entry-level salaries and fringe benefits for law enforcement officers hired or rehired on or after the award start date. We found that for Grant Number 2015-UL-WX-0033, ECSO charged to the grant three officers who were hired in April 2015, which was 4 months prior to the grant award start date. ECSO's Chief stated that this occurred because he misunderstood the grant requirement for hiring and, although the three officers were hired prior to the grant start date, the officers were not utilized for grant-related duties until November 30, 2015, the date ECSO hired the other grant-funded officers.

As a result of the issues we identified, related to staffing, we recommend the COPS Office ensure ECSO develops and implements policies and procedures to make certain it maintains supporting documentation for staffing levels (local and grant-funded) identified in its grant applications and over the grant period. Specifically, ECSO should track the names, positions, and total number of locally funded officers and separately track grant-funded officers from the grant award date through grant closure. We also recommend that the COPS Office ensure ECSO implements policies and procedures to ensure that it meets the hiring date requirements for the officers it funds with COPS grants.

Community Policing and Crime Prevention Efforts

The CHP Owner's Manual states that a grantee's organization may be audited or monitored to ensure that it is initiating or enhancing community policing in accordance with the community policing strategy or strategies indicated in its application. In its grant applications, ECSO selected "Homeland Security Problems - Protecting Critical Infrastructure Problems" as its primary focus and problem area, and ECSO noted that it was going to utilize the grants to assist in increasing the protection of and response to critical infrastructure incidents within its jurisdiction. According to ECSO staff, ECSO's community policing also included deployment of school resource officers, operating a program for youth interested in law enforcement careers, and maintaining a police presence at events in parks and in high traffic business areas.[1]

[1] A school resource officer is a law enforcement officer deployed by the employing police department to work in collaboration with schools and community-based organizations. Officer(s) deployed into the school resource officer position(s) must spend a minimum of 75 per cent of their time in and around primary and/or secondary schools, working on youth-related activities.

According to ECSO staff, ECSO maintained general law enforcement records of police activities such as patrol records and arrests records. However, ECSO did not maintain a list of grant-funded officers throughout the award periods. ECSO also did not document the activities of those officers in instances where they performed grant-funded activities, or document those officers performing the grant-funded activities used in place of the new hired officers. In general, ECSO did not maintain any documentation to support the progress and effectiveness of its community policing strategies. Because ECSO did not maintain records establishing the performance and achievements of the grant-funded officers, we were not able to determine the overall impact of ECSO's community policing efforts with respect to the grants.

Required Performance Reports

The CHP Owner's Manual requires grantees to submit quarterly progress reports that detail the accomplishments of the grant program, no later than 30 days after the last day of the reporting quarter. According to the DOJ Financial Guide, funding recipients should ensure that valid and auditable source documentation is available to support all data collected for each performance measure specified in the program solicitation. In order to verify the information in ECSO's progress reports, we selected a sample of 8 performance measures from the 2 most recent reports submitted for each of the 3 grants, for a total sample size of 48 performance measures. We then traced the reported measures to supporting documentation maintained by ECSO.

We determined that the progress reports we reviewed were submitted timely. However, we found that ECSO's progress reports contained deficiencies related to: (1) progress in the identified problem and focus areas, (2) the number of school resource officers redeployed as a result of grant funding, and (3) the number of positions filled. In addition, because of issues of poor recordkeeping and internal control deficiencies, we found a lack of reliable and verifiable supporting documentation. According to ECSO's Chief, errors within the performance reports were the result of oversights and, after researching the problem, ECSO intended to amend the reports.

Within the progress reports we reviewed, we found that ECSO did not describe the policing activities that were implemented to address the problem and focus area of "Homeland Security Problems - Protecting Critical Infrastructure Problems" as identified in its grant application. In many of the progress reports we reviewed, ECSO listed "community policing strategies implemented in and around schools and during multi-cultural park events throughout the year," as its response instead of describing how it specifically addressed the focus areas identified in its grant applications.[2]

For Grant Number 2017-UL-WX-0014, ECSO omitted information about the

[2] Presidential Policy Directive 21 defines "critical infrastructure" as the systems and assets, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters.

school resource officers it deployed. The grant allowed ECSO to redeploy veteran officers to community policing efforts in lieu of newly hired officers who were hired with COPS grant funding. ECSO redeployed two veteran officers as school resource officers but did not include this information in its progress reporting.

Regarding the number of officers reported in ECSO's performance reports, ECSO inaccurately reported the dates for which it hired some of its officers. As discussed previously, for Grant Number 2015-UL-WX-0033, three officers were hired in April 2015 (approximately 4 months before the grant start date). However, in the progress report, the hire date for the officers was reported as November 2015. Additionally, for Grant Number 2016-UL-WX-0040, an officer that was hired in January 2017 was reported as having started in December 2016. According to ECSO staff, ECSO used the dates that the newly hired officers were assigned to grant activities and not the date the officers were hired. Without accurate and updated progress reports, COPS cannot monitor the ECSO's progress in achieving grant goals and objectives. Therefore, we recommend that the COPS Office ensure ECSO submits progress reports that accurately reflect grant activities during the reporting period.

Retention

The CHP Owner's Manual requires grant recipients to retain the sworn officer positions awarded under the CHP award with state or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position, over and above the number of locally funded sworn officer positions that would have existed in the absence of the award. The recipient cannot satisfy the retention requirement by using CHP-funded positions to fill locally funded vacancies resulting from attrition. Furthermore, at the conclusion of federal funding, agencies that fail to retain the sworn officer positions awarded under the CHP grant may be ineligible to receive future CHP grants for a period of 1 to 3 years.

At the time of our audit, Grant Number 2015-UL-WX-0033 was the only grant of the three grants audited that had closed. The grant period ended December 31, 2018, and the retention period end date was December 31, 2019; ECSO had completed the 12-month retention period in December 2019. We found no evidence that the officers that were hired with grant funds were not retained. Therefore, we concluded that ECSO was on track to meet the retention requirement.

Compliance with Special Conditions

Special conditions are the terms and conditions that are included with the awards. We evaluated the special condition related to school resource officers for each of the grants. Grantees who selected "School Resource Officers" as a focus area, are required to submit a signed Memorandum of Understanding (MOU) between the law enforcement agency and the school partner(s) to the COPS Office before obligating or drawing down funds under the award. The MOU must be submitted to the COPS Office within 90 days. For grant 2017-UL-WX-0014, grant-funded school resource officers were required to complete a National Association of School Resource Officers (NASRO) basic training course no later than nine months

after the date shown on the award congratulatory letter. For Grant Number 2017-UL-WX-0014, ECSO redeployed two veteran officers as school resource officers. We did not identify any issues related to ECSO compliance with requirements for school resource officers.

Grant Financial Management

According to the DOJ Financial Guide and CHP Owner's Manual, all grant recipients are required to establish and maintain adequate accounting systems and financial records and to accurately account for funds awarded to them. CHP funds provide up to 75 percent of the allowable costs of this award project. Recipients are responsible for providing at least 25 percent of the total project costs in local matching funds. The local match must be a cash match made from local, state, or other non-COPS Office funds. To assess ECSO's internal controls over its financial management of the grants covered by this audit, we reviewed ECSO's Single Audit Reports for FY 2015 through FY 2017 to identify issues related to federal awards. We also conducted interviews with officials responsible for financial management of the grant, evaluated ECSO's accounting system for the grant, reviewed policies and procedures, and reviewed financial statement audits. Finally, we performed testing in the areas that were relevant for the management of this grant, as discussed throughout this report.

Internal Controls over Grant Administration

According to grant requirements, recipients are required to implement internal controls necessary to ensure effective and efficient operations, reliable reporting, and compliance with applicable laws and regulations. We determined ECSO did not have adequate internal controls for grant administration that would ensure compliance with applicable laws, regulations, and award terms and conditions. Specifically, ECSO did not use its financial management system to manage the grants, did not maintain adequate documentation to support financial administration of the grants, and did not have adequate policies and procedures related to grant administration.

Policies and Procedures

At the initiation of our audit, we requested ECSO to provide its policies and procedures for payroll, financial reporting, drawdown, budget management, and performance monitoring specific to the grants we audited. We determined ECSO did not have any written policies and procedures for grant administration, including policies and procedures necessary to prevent and detect non-compliance with the award requirements. We interviewed ECSO officials to document their grant administration practices and found that the practices in place were not sufficient to ensure compliance with grant requirements.

We recommend that the COPS Office require ECSO to establish a financial system that corrects internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting. We also recommend that the COPS Office ensure ECSO develops and implements written policies and procedures for grant

administration, including accounting and recordkeeping, to ensure compliance with applicable laws, regulations, and award terms and conditions.

Single Audit

Non-federal entities that receive federal financial assistance are required to comply with the *Single Audit Act of 1984*, as amended. The Single Audit Act requires recipients of federal funding above a certain threshold to receive an annual audit of their financial statements and federal expenditures. Under 2 C.F.R. §200.425, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), such entities that expend $750,000 or more in federal funds within the entity's fiscal year must have a "single audit" performed annually covering all federal funds expended that year.[3] We reviewed Essex County's Single Audit reports for FY 2015 through FY 2017 and determined that, while there were internal control findings associated with the grant funds, including a grant drawn down by ECSO that was not reported in its Single Audit but only its financial statements, we did not identify additional testing was necessary for the completion of our audit.

Grant Accounting and Recordkeeping

For Grant Numbers 2015-UL-WX-0033, 2016-UL-WX-0040, and 2017-UL-WX-0014, ECSO's approved budget included personnel and fringe benefits for the 45 total officers to be hired. For each of the three grants, the grant funds provided up to 75 percent of the approved entry level salary and fringe benefit costs for a newly hired or rehired full-time sworn career law enforcement officer, with a maximum annual federal share of $125,000, per officer position, over a 3-year period. According to grant requirements, ECSO was responsible for providing at least 25 percent of the remaining total project costs in local matching funds and intended to meet its match through salary and fringe benefit costs associated with the newly hired or rehired officers.

For these grants, ECSO was required to maintain documentation establishing the source, amount, and timing of its local match funds provided in support of the grant-funded program. Based on our review of Essex County payroll records, we determined that all of the officers hired through the grants were paid through Essex County's payroll system. Although Essex County maintained payroll records for all of its ECSO employees, we found that the records did not separately track expenditures related to grant-funded employees. ECSO officials told us it did not rely on Essex County's payroll records to support costs charged to the grants, including its local match contributions. Instead, handwritten notes, which were based on Essex County's established pay tables, were used to calculate project costs for the federal share of expenditures and local match provided. In addition, grant requirements establish that award recipients maintain documentation establishing the appropriate support for local matching payments when included in an award

[3] On December 26, 2014, the Uniform Guidance superseded OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organization. Under OMB Circular A-133, which affected all audits of fiscal years beginning before December 26, 2014, the audit threshold was $500,000.

program.

We requested a detailed accounting of grant expenditures, including match contributions, from ECSO officials. In response to our request and to support grant expenditures, ECSO officials provided manually created electronic spreadsheets rather than an accounting system report. The spreadsheets included grant-funded officer names, officer start dates, and entry-level salaries at the time of hiring. We reviewed transactions from the spreadsheets and determined they did not match the official Essex County payroll records. We discussed the issue with ECSO's Chief who explained that he did not reconcile the spreadsheets with Essex County payroll records and could not tie the dollar amounts to supporting documentation. At the time of our audit, to support its local match contributions, ECSO provided us with spreadsheets that identified a total local match contribution of $2,791,856 for all three grants, based on the salary and fringe benefit rates paid to the officers hired. According to ECSO, the match contributions for each grant were as follows: Grant Number 2015-UL-WX-0033, $1,217,697; Grant Number 2016-UL-WX-0040, $839,120; and Grant Number 2017-UL-WX-0014, $735,040. However, ECSO could not tie these contribution amounts, recorded on the spreadsheet, to supporting documentation, but instead based these figures off of the gross amounts paid to the officers funded by the grants over the award periods. As a result, we calculated the minimum required local match contribution of 25 percent of the total project costs. This resulted in a calculated, total required local match of $1,875,000 for all three grants.

As a result of ECSO not separately tracking grant expenditures, and not maintaining documentation to support the source, amount, and timing of local match funds, we were not able to readily identify grant expenditures or verify that ECSO met its local match requirements. Based on the lack of adequate accounting records to support grant-related personnel and benefit expenditures, as shown in Table 3, as of May 2020, we identified a total of $4,503,266 in questioned costs, representing the total drawdown amounts for all three grants and $1,121,734 in funds that had not been drawn down.

Table 3

Analysis of ECSO Grant Project Costs
April 2015 to May 2020

Award Number	Award Amount	Drawdowns	Local Match Calculations	Funds Not Drawn Down
2015-UL-WX-0033	$1,875,000	$1,875,000	$625,000	$ -
2016-UL-WX-0040	$1,875,000	$1,875,000	$625,000	$ -
2017-UL-WX-0014	$1,875,000	$753,266	$ -	$1,121,734
TOTALS:	**$5,625,000**	**$4,503,266[4]**	**$1,250,000**	**$1,121,734**

Source: DOJ and OIG Analysis

We recommend that the COPS Office remedy the $4,503,266 in questioned

[4] As of October 2019, ECSO had drawn down a total of $3,952,351 in grant funds.

costs and $1,121,734 in funds to be put to better use. We also recommend the COPS Office remedy $1,250,000 in questioned costs, representing unsupported required local match costs for Grant Numbers 2015-UL-WX-0033 and 2016-UL-WX-0040. Additionally, we recommend that the COPS Office works with ECSO to ensure that the match is met for grant 2017-UL-WX-0014. We also recommend that the COPS Office require ECSO to develop and implement policies and procedures to ensure accurate accounting of grant expenditures, including payroll and fringe benefit expenditures, as well as maintaining records that clearly demonstrate an appropriate source of the local match, the amount of the local match, and when the local match was contributed.

Budget Management and Control

According to the CHP Owner's Manual and DOJ Financial Guides, grant recipients are responsible for establishing and maintaining an adequate accounting system, which includes the ability to compare actual expenditures or outlays with budgeted amounts for each award. Grant recipients must initiate a Grant Adjustment Notice for any budget modification that reallocates funds among budget categories if the proposed cumulative change is greater than 10 percent of the total award amount. Additionally, CHP awards cover up to 75 percent of the approved entry-level salary and fringe benefits of each fulltime officer over the 3-year (36 month) award period, with a minimum 25 percent local cash match requirement and a maximum federal share of $125,000 per officer position.

As discussed in the Financial Management section of this report, we determined ECSO did not manage the grants based on actual expenditures and did not prepare records to support grant expenditures, drawdowns, or match contributions. Instead, it used a spreadsheet, which we determined could not be relied upon due to a lack of supporting documentation, to manage the grant. Because ECSO did not separately track grant expenditures, we could not determine if ECSO made a cumulative change greater than 10 percent of the total award amount or exceeded a maximum of $125,000 per officer position due to the lack of supporting documentation.

We recommend that the COPS Office ensure ECSO develops and implements written policies and procedures for budget management and reconciliation of supporting documentation with Essex County's financial management system.

Drawdowns

According to the CHP Owner's Manual and DOJ Financial Guides, an adequate accounting system should be established to maintain documentation to support all receipts of federal funds. If, at the end of the grant award, recipients have drawn down funds in excess of federal expenditures, unused funds must be returned to the awarding agency.

As of May 2020, ECSO had drawn down a total of $4,503,266 in grant funds. As described in the Financial Management section of this report, ECSO provided spreadsheets meant to support its grant activities. We reviewed the spreadsheets

and we were not able to reconcile the information in the spreadsheets with information in the Essex County financial management system. As a result, the drawdowns did not match ECSO's electronic spreadsheets and ECSO cannot demonstrate that it did not drawdown funds in excess of its immediate needs. Additionally, we could not assess whether drawdowns were based on immediate need because neither the federal share nor local match were adequately recorded. Therefore, we recommend that the COPS Office ensure ECSO develops and implements written policies and procedures for drawing down award funds based on actual payroll data from the Essex County financial management system.

Federal Financial Reports

In order for the COPS Office to monitor the status of funds for a project, it requires grant recipients to submit quarterly Federal Financial Reports (FFRs) that specify grant and local match expenditures made during the quarterly period and the cumulative expenditures to date for a grant. Grantees are required to submit these reports no later than 30 days after the last day of each quarter. If the report is delinquent, a grantee will not be able to draw down funds until the FFR is submitted. We found that ECSO submitted inaccurate and late FFRs.

As previously discussed, ECSO told us it did not reconcile grant expenditures or local match expenditures with Essex County's financial management system, and it reported expenditures on a yearly basis, rather than quarterly as required. In addition, it did not maintain adequate documentation to support the amounts reported on FFRs submitted in support of the grant awards. As a result, we could not determine whether the submitted FFRs matched Essex County's financial management system's records for Grant Numbers 2015-UL-WX-0033, 2016-UL-WX-0040, and 2017-UL-WX-0014. Additionally, we found that 13 of the 31 FFR's we reviewed (42 percent) were submitted late.

We recommend that the COPS Office ensure ECSO develops and implements written policies and procedures to ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with Essex County's financial management system. In addition, we recommend the COPS Office ensure ECSO develops and implements written policies and procedures to timely submit financial reports on a quarterly basis.

CONCLUSION AND RECOMMENDATIONS

As a result of our audit, we concluded that ECSO did not effectively and efficiently manage the awards that we reviewed. Specifically, ECSO did not use its accounting system to manage the grants, did not maintain adequate documentation to support financial administration of the grants, and did not have adequate policies and procedures related to grant administration. We could not rely on the records ECSO provided during our audit, and we therefore question a total of $5,753,266 in project costs. This includes $4,503,266 in unsupported costs for the federal share and $1,250,000 in local match expenditures. We also identified $1,121,734 in unobligated drawdowns as funds that should be put to better use. We provide 14 recommendations to the COPS Office to address these deficiencies.

We recommend that the COPS Office:

1. Ensure ECSO develops and implements policies and procedures to make certain it maintains supporting documentation for staffing levels (local and grant-funded) identified in its grant applications and over the grant period. Specifically, ECSO should track the names, positions, and total number of locally funded officers and separately track grant-funded officers from the grant award date through grant closure.

2. Ensure ECSO implements policies and procedures to ensure that it meets the hiring date requirements for the officers it funds with COPS grants.

3. Ensure ECSO submits progress reports that accurately reflect grant activities during the reporting period.

4. Require ECSO to establish a financial system that corrects significant internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

5. Ensure ECSO develops and implements written policies and procedures for grant administration, including accounting and recordkeeping, to ensure compliance with applicable laws, regulations, and award terms and conditions.

6. Remedy the $4,503,266 in unsupported questioned costs.

7. Remedy the $1,121,734 in funds to be put to better use.

8. Remedy $1,250,000 in unsupported questioned local match costs.

9. Works with ECSO to ensure that the match is met for grant 2017-UL-WX-0014.

10. Require ECSO to develop and implement policies and procedures to ensure accurate accounting of grant expenditures, including payroll and fringe benefit expenditures, as well as maintaining records that clearly demonstrate an appropriate source of the local match, the amount of the local match, and

when the local match was contributed.

11. Ensure ECSO develops and implements written policies and procedures for budget management and reconciliation of supporting documentation with Essex County's financial management system.

12. Ensure ECSO develops and implements written policies and procedures for drawing down award funds based on actual payroll data from the Essex County financial management system.

13. Ensure ECSO develops and implements written policies and procedures to ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with Essex County's financial management system.

14. Ensure ECSO develops and implements written policies and procedures to timely submit financial reports on a quarterly basis.

APPENDIX 1

OBJECTIVES, SCOPE, AND METHODOLOGY

Objectives

The objectives of this audit were to determine whether costs claimed under the grants were allowable, supported, and in accordance with applicable laws, regulations, guidelines, and terms and conditions of the grant; and to determine whether the grantee demonstrated adequate progress towards achieving the program goals and objectives. To accomplish these objectives, we assessed performance in the following areas of grant management: program performance, financial management, expenditures, budget management and control, drawdowns, federal financial reports, and retention plan.

Scope and Methodology

We conducted this performance audit in accordance with Generally Accepted Government Auditing Standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

This was an audit of Office of Community Oriented Policing Services (COPS Office) grants awarded to the Essex County Sheriff's Office (ECSO) under the COPS Office Hiring Program, specifically COPS Grants Numbers 2015-UL-WX-0033, 2016-UL-WX-0040, and 2017-UL-WX-0014 in the amount of $1,875,000 each. As of May 2020, ECSO had drawn down a total of $4,503,266. COPS approved a grant extension for Grant Number 2015-UL-WX-0033 with a new project end date of December 31, 2018, which has since been expended and closed out. Additionally, COPS approved a grant extension for Grant Number 2016-UL-WX-0040 with a new project end date of February 29, 2020. Our audit concentrated on, but was not limited to, September 1, 2015, the award start date for Grant Number 2015-UL-WX-0033, through May 6, 2020, the last day of our audit work.

To accomplish our objectives, we tested compliance with what we consider to be the most important conditions of ECSO's activities related to the audited grants. We performed sample-based audit testing for grant expenditures including personnel, financial reports, and progress reports. In this effort, we employed a judgmental sampling design to obtain broad exposure to numerous facets of the grants reviewed. This non-statistical sample design did not allow projection of the test results to the universe from which the samples were selected. The COPS Hiring Program Owner's Manual, the DOJ Grants Financial Guide, and the award documents contain the primary criteria we applied during the audit.

During our audit, we obtained information from the COPS Office, the COPS Office's NextGen System, as well as ECSO's accounting system specific to the management of DOJ funds during the audit period. We did not test the reliability of

those systems as a whole, therefore any findings identified involving information from those systems was verified with documentation from other sources.

Internal Controls

In this audit, we performed testing of internal controls significant within the context of our audit objectives. We did not evaluate the internal controls of ECSO to provide assurance on its internal control structure as a whole. ECSO management is responsible for the establishment and maintenance of internal controls in accordance with Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R §200. Because we do not express an opinion on ECSO's internal control structure as a whole, we offer this statement solely for the information and use of the ECSO and COPS Office.[5]

As noted in the Audit Results section of this report, we identified deficiencies in ECSO's internal controls that are significant within the context of the audit objectives and based upon the audit work performed that we believe adversely affect ECSO's ability for grant administration that would ensure compliance with applicable laws, regulations, and award terms and conditions. Specifically, ECSO did not use its financial management system to manage the grants, did not maintain adequate documentation to support financial administration of the grants, and did not have adequate policies and procedures related to grant administration.

[5] This restriction is not intended to limit the distribution of this report, which is a matter of public record.

APPENDIX 2

SCHEDULE OF DOLLAR-RELATED FINDINGS

	AMOUNT	PAGE
Questioned Costs:[6]		
Unsupported Costs – Drawdowns	$4,503,266	11-12
Unsupported Costs – Local Match	$1,250,000	11-12
Total Questioned Costs	**$5,753,266**	
Funds to be put to Better Use:[7]		
Grant Funds Not Used	$1,121,734	11-12
Total Funds to be put to Better Use	**$1,121,734**	
TOTAL DOLLAR-RELATED FINDINGS	**$6,875,000**	

[6] **Questioned Costs** are expenditures that do not comply with legal, regulatory, or contractual requirements; are not supported by adequate documentation at the time of the audit; or are unnecessary or unreasonable. Questioned costs may be remedied by offset, waiver, recovery of funds, the provision of supporting documentation, or contract ratification, where appropriate.

[7] **Funds to be put to Better Use** are future funds that could be used more efficiently if management took actions to implement and complete audit recommendations.

(b) (6)

DEPARTMENT OF JUSTICE | OFFICE OF THE INSPECTOR GENERAL

October 18, 2021

Memorandum For: Robert Chapman
Acting Director
Office of Community Oriented Policing Services

Thomas O. Puerzer

From: Thomas O. Puerzer
Regional Audit Manager
Philadelphia, PA

Subject: Action Required on the Audit of the Office of Community Oriented Policing Services Hiring Program Grants Awarded to the Essex County Sheriff's Office, Newark, New Jersey
Audit Report Number 20-095

Based on your most recent follow-up correspondence provided on September 29, 2021, the subject audit report remains resolved. The attachment summarizes that status of the recommendations in the report and details those actions necessary for final closure.

In accordance with Office of Management and Budget Circular A-50, Revised, and Department of Justice Order 2900.6A, titled "Audit Follow-up and Resolution Policy," audit reports can be closed only after adequate documentation has been submitted showing that all agreed-upon actions have been completed. Therefore, please provide us within 180 days your response concerning specific actions completed or alternative corrective actions proposed on the recommendations.

If you have any questions, please contact me at (b) (6) .

Attachment

cc: Marcia O. Jackson
Assistant Director of Grant Monitoring Division
Office of Community Oriented Policing Services

Louise Duhamel
Acting Assistant Director
Audit Liaison Group
Internal Review and Evaluation Office
Justice Management Division

OFFICE OF THE INSPECTOR GENERAL, AUDIT DIVISION
ANALYSIS AND SUMMARY OF ACTIONS NECESSARY TO CLOSE THE REPORT

Recommendation Number:

1. **Closed.** We recommended that the COPS Office ensure ECSO develops and implements policies and procedures to make certain it maintains supporting documentation for staffing levels (local and grant-funded) identified in its grant applications and over the grant period. Specifically, ECSO should track the names, positions, and total number of locally funded officers and separately track grant-funded officers from the grant award date through grant closure.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with ECSO to develop appropriate policies and procedures that track the staffing levels, names, and positions of both locally funded and grant-funded officers.

   In its most recent response, the COPS Office stated that ECSO submitted supporting documentation evidencing the updates made to their current policies and procedures to make certain ECSO maintains supporting documentation for staffing levels (local and grant funded) identified in its grant application. ECSO provided a copy of its Grant Management Policies and Procedures, effective July 29, 2021.

   We reviewed the documentation provided and determined it adequately addressed the recommendation. Therefore, this recommendation is closed.

2. **Closed.** We recommended that the COPS Office ensure ECSO implements policies and procedures to ensure that it meets the hiring date requirements for the officers it funds with COPS grants.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with the ECSO to develop appropriate policies and procedures that suitably meets the hiring requirements of the officers being assigned to the grant.

   In its most recent response, the COPS Office stated that ECSO submitted supporting documentation evidencing the updates made to their current policies and procedures to ensure it meets the hiring date requirements for the officers it funds with COPS grants. ECSO provided a copy of its Grant Management Policies and Procedures, effective July 29, 2021.

   We reviewed documentation provided and determined it adequately addressed the recommendation. Therefore, this recommendation is closed.

3. **Closed.** We recommended that the COPS Office ensure ECSO submits progress reports that accurately reflect grant activities during the reporting period.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated that it would work with ECSO to ensure that it submits accurate progress reports to reflect grant activities accomplished during the reporting period.

   In its most recent response, the COPS Office stated that ECSO submitted supporting documentation evidencing the updates made to their current policies and procedures to ensure it submits progress

reports that accurately reflect grant activities during the reporting period. ECSO provided a copy of its Grant Management Policies and Procedures, effective July 29, 2021.

We reviewed the documentation provided and determined it adequately addressed the recommendation. Therefore, this recommendation is closed.

4. **Resolved.** We recommended that the COPS Office require ECSO to establish a financial system that corrects significant internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

   In its initial response, the COPS Office agreed with our recommendation. COPS stated in its response that it would work with ECSO to ensure that it establish a financial system that improves internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

   In its most recent response, the COPS Office did not address this recommendation.

   This recommendation can be closed when we receive documentation demonstrating that ECSO has established a financial system that corrects significant internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

5. **Closed.** We recommended that the COPS Office ensure ECSO develops and implements written policies and procedures for grant administration, including accounting and recordkeeping, to ensure compliance with applicable laws, regulations, and award terms and conditions.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated that it would work with ECSO to ensure that it establishes written grant administration policies and procedures to ensure it compliance with the grant award terms and conditions.

   In its most recent response, the COPS Office stated that ECSO submitted supporting documentation evidencing the updates made to their current policies and procedures to ensure compliance with applicable laws, regulations, and award terms and conditions. ECSO provided a copy of its Grant Management Policies and Procedures, effective July 29, 2021.

   We reviewed the documentation provided and determined it adequately addressed the recommendation. Therefore, this recommendation is closed.

6. **Resolved.** We recommended that the COPS Office remedy the $4,503,266 in unsupported questioned costs.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated in its response that it would work with ECSO to determine the unsupported grant expenditures and remedy the unsupported costs as appropriate

   In its most recent response, the COPS Office did not address this recommendation.

   This recommendation can be closed when we receive documentation demonstrating that the questioned costs have been remedied.

7. **Resolved.** We recommended that the COPS Office remedy the $1,121,734 in funds to be put to better use.

COPS concurred with our recommendation. The COPS Office stated in its response that it will work with ECSO to determine the grant expenditures and funds to be put to better use as appropriate.

In its most recent response, the COPS Office did not address this recommendation.

This recommendation can be closed when we receive documentation demonstrating that the COPS Office has remedied the funds to be put to better use.

8. **Resolved.** We recommended that the COPS Office remedy $1,250,000 in unsupported questioned local match costs.

In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated in its response that it would work with ECSO to determine the grant expenditures and remedy the unsupported questioned local match costs.

In its most recent response, the COPS Office did not address this recommendation.

This recommendation can be closed when we receive documentation demonstrating that ECSO's local match was in addition to funds previously budgeted for specific law enforcement purposes as indicated ECSO's fiscal year budget, maintained records that demonstrate the source and amount of the local match, how the local match was calculated, and when the local match was contributed, or that the questioned costs were remedied in some other manner.

9. **Resolved.** We recommended that the COPS Office works with ECSO to ensure that the match is met for grant 2017-UL-WX-0014.

In its initial response the COPS Office concurred with our recommendation. The COPS Office stated in its response that it will work with the ECSO to confirm that the local match requirement is being met for the grant.

In its most recent response, the COPS Office did not address this recommendation.

This recommendation can be closed when we receive documentation demonstrating that ECSO has implemented procedures to ensure that the local match is met for grant 2017-UL-WX-0014.

10. **Resolved.** We recommended that the COPS Office require ECSO to develop and implement policies and procedures to ensure accurate accounting of grant expenditures, including payroll and fringe benefit expenditures, as well as maintaining records that clearly demonstrate an appropriate source of the local match, the amount of the local match, and when the local match was contributed.

In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with ECSO to develop appropriate policies and procedures to ensure accurate accounting of grant expenditures, including salaries, fringe benefits, source of local match and the amount of local match contributed.

In its most recent response, the COPS Office stated that ECSO submitted supporting documentation evidencing the updates made to their current policies and procedures to ensure it demonstrates an appropriate source of the local match, the amount of the local match, and when the local match was

contributed. ECSO provided a copy of its Grant Management Policies and Procedures, effective July 29, 2021.

We reviewed the documentation provided and determined it does not adequately address the recommendation. While the policy manual included updated policies and procedures for the local match to ensure it demonstrates an appropriate source, amount, and when the match was contributed, it did not include updates to its policies and procedures that would ensure accurate accounting of grant expenditures, including payroll and fringe benefit expenditures. This recommendation can be closed when we receive documentation demonstrating that ECSO has implemented procedures addressing accounting of grant expenditures, including payroll and fringe benefit expenditures.

11. **Closed.** We recommended that the COPS Office ensure ECSO develops and implements written policies and procedures for budget management and reconciliation of supporting documentation with Essex County's financial management system.

    In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with ECSO to develop appropriate policies and procedures on budget management and reconciliation of supporting documentation with Essex County's financial management system.

    In its most recent response, the COPS Office stated that ECSO submitted supporting documentation evidencing the updates made to their current policies and procedures to ensure it accounts for budget management and reconciliation of supporting documentation with Essex County's financial management system. ECSO provided a copy of its Grant Management Policies and Procedures, effective July 29, 2021.

    We reviewed the documentation provided and determined it adequately addressed the recommendation. Therefore, this recommendation is closed.

12. **Closed.** We recommended that the COPS Office ensure ECSO develops and implements written policies and procedures for drawing down award funds based on actual payroll data from the Essex County financial management system.

    In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with ECSO to develop appropriate policies and procedures to account for drawdown of funds for actual payroll expenditures using Essex County's financial management system.

    In its most recent response, the COPS Office stated that ECSO submitted supporting documentation evidencing the updates made to their current policies and procedures to ensure it accounts for drawing down award funds based on actual payroll data from the Essex County financial management system. ECSO provided documentation, a copy of its Grant Management Policies and Procedures, effective July 29, 2021.

    We reviewed the documentation provided and determined it adequately addressed the recommendation. Therefore, this recommendation is closed.

13. **Closed.** We recommended that the COPS Office ensure ECSO develops and implements written

policies and procedures to ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with Essex County's financial management system.

In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with ECSO to develop appropriate policies and procedures to ensure that grant expenditures are supported and reconciled with Essex County's financial management system.

In its most recent response, the COPS Office stated that ECSO submitted supporting documentation evidencing the updates made to their current policies and procedures to ensure project costs, both federal share expenditure and local match expenditures, are adequately supported and reconciled with Essex County's financial management system. ECSO provided a copy of its Grant Management Policies and Procedures, effective July 29, 2021.

We reviewed the documentation provided and determined it adequately addressed the recommendation. Therefore, this recommendation is closed.

14. **Closed.** We recommended that the COPS Office ensure ECSO develops and implements written policies and procedures to timely submit financial reports on a quarterly basis.

In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated it would work with the ECSO to develop appropriate policies and procedures to timely submit federal financial reports on a quarterly basis.

In its most recent response, the COPS Office stated that ECSO submitted supporting documentation evidencing the updates made to their current policies and procedures to ensure timely submission of financial reports on a quarterly basis. ECSO provided a copy of its Grant Management Policies and Procedures, effective July 29, 2021.

We reviewed the documentation provided and determined it adequately addressed the recommendation. Therefore, this recommendation is closed.

LIMITED OFFICIAL USE

The attached information must be protected and not released to unauthorized individuals. Use of this cover sheet is in accordance with the Department of Justice regulation on the control of Limited Official Use information.

DEPARTMENT OF JUSTICE | OFFICE OF THE INSPECTOR GENERAL

September 27, 2022

Memorandum For: Robert Chapman
Acting Director
Office of Community Oriented Policing Services

Thomas O. Puerzer

From: Thomas O. Puerzer
Regional Audit Manager
Philadelphia, PA

Subject: Action Required on the Audit of the Office of Community Oriented Policing Services Hiring Program Grants Awarded to the Essex County Sheriff's Office, Newark, New Jersey
Audit Report Number 20-095

Based on your most recent follow-up correspondence provided on September 20, 2022, the subject audit report remains resolved. The attachment summarizes that status of the recommendations in the report and details those actions necessary for final closure.

In accordance with Office of Management and Budget Circular A-50, Revised, and Department of Justice Order 2900.6A, titled "Audit Follow-up and Resolution Policy," audit reports can be closed only after adequate documentation has been submitted showing that all agreed-upon actions have been completed. Therefore, please provide us within 180 days your response concerning specific actions completed or alternative corrective actions proposed on the recommendations.

If you have any questions, please contact me at (b) (6) .

Attachment

cc: Cory D. Randolph
Deputy Director
Grant Operations Directorate
Office of Community Oriented Policing Services

Marcia O. Jackson
Assistant Director
Grant Monitoring Division
Office of Community Oriented Policing Services

Louise Duhamel
Assistant Director
Audit Liaison Group
Internal Review and Evaluation Office
Justice Management Division

OFFICE OF THE INSPECTOR GENERAL, AUDIT DIVISION
ANALYSIS AND SUMMARY OF ACTIONS NECESSARY TO CLOSE THE REPORT

Recommendation Number:

1. **Closed.** This recommendation was closed on October 18, 2021.

2. **Closed.** This recommendation was closed on October 18, 2021.

3. **Closed.** This recommendation was closed on October 18, 2021.

4. **Closed.** This recommendation was closed on November 19, 2021.

5. **Closed.** This recommendation was closed on October 18, 2021.

6. **Resolved.** We recommended that the COPS Office remedy the $4,503,266 in unsupported questioned costs.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated in its response that it would work with ECSO to determine the unsupported grant expenditures and remedy the unsupported costs as appropriate

   In its most recent response, the COPS Office requested closure of this recommendation. However, we found that the documentation did not sufficiently address the unsupported questioned costs. In a follow-up meeting with the COPS Office, we were told that they will continue to work with ECSO to remedy to the unsupported questioned costs.

   This recommendation can be closed when we receive documentation demonstrating that the questioned costs have been remedied.

7. **Resolved.** We recommended that the COPS Office remedy the $1,121,734 in funds to be put to better use.

   In its initial response, COPS concurred with our recommendation. The COPS Office stated in its response that it will work with ECSO to determine the grant expenditures and funds to be put to better use as appropriate.

   In its most recent response, the COPS Office requested closure of this recommendation. However, we found that the documentation did not sufficiently address how it remedied the funds to better use. In a follow-up meeting with the COPS Office, we were told that they will continue to work with ECSO to remedy the $1,121,734 in funds to be put to better use.

   This recommendation can be closed when we receive documentation demonstrating that the COPS Office has remedied the funds to be put to better use.

8. **Resolved.** We recommended that the COPS Office remedy $1,250,000 in unsupported questioned local match costs.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated in its response that it would work with ECSO to determine the grant expenditures and remedy the unsupported questioned local match costs.

   In its most recent response, the COPS Office did not address this recommendation.

   This recommendation can be closed when we receive documentation demonstrating that ECSO's local match was in addition to funds previously budgeted for specific law enforcement purposes as indicated ECSO's fiscal year budget, maintained records that demonstrate the source and amount of the local match, how the local match was calculated, and when the local match was contributed, or that the questioned costs were remedied in some other manner.

9. **Resolved.** We recommended that the COPS Office works with ECSO to ensure that the match is met for grant 2017-UL-WX-0014.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated in its response that it will work with the ECSO to confirm that the local match requirement is being met for the grant.

   In its most recent response, the COPS Office did not address this recommendation.

   This recommendation can be closed when we receive documentation demonstrating that ECSO has implemented procedures to ensure that the local match is met for grant 2017-UL-WX-0014.

10. **Closed.** This recommendation was closed on February 22, 2022.

11. **Closed.** This recommendation was closed on October 18, 2021.

12. **Closed.** This recommendation was closed on October 18, 2021.

13. **Closed.** This recommendation was closed on October 18, 2021.

14. **Closed.** This recommendation was closed on October 18, 2021.

LIMITED OFFICIAL USE

The attached information must be protected and not released to unauthorized individuals. Use of this cover sheet is in accordance with the Department of Justice regulation on the control of Limited Official Use information.

DEPARTMENT OF JUSTICE | OFFICE OF THE INSPECTOR GENERAL

November 23, 2022

Memorandum For: Robert Chapman
Acting Director
Office of Community Oriented Policing Services

Thomas O. Puerzer

From: Thomas O. Puerzer
Philadelphia Regional Audit Manager

Subject: Action Required on the Audit of the Office of Community Oriented Policing Services Hiring Program Grants Awarded to the Essex County Sheriff's Office, Newark, New Jersey
Audit Report Number 20-095

Based on your most recent follow-up correspondence provided on November 2, 2022, the subject audit report remains resolved. The attachment summarizes that status of the recommendations in the report and details those actions necessary for final closure.

In accordance with Office of Management and Budget Circular A-50, Revised, and Department of Justice Order 2900.6A, titled "Audit Follow-up and Resolution Policy," audit reports can be closed only after adequate documentation has been submitted showing that all agreed-upon actions have been completed. Therefore, please provide us within 180 days your response concerning specific actions completed or alternative corrective actions proposed on the recommendations.

If you have any questions, please contact me at (b) (6) .

Attachment

cc: Cory D. Randolph
Deputy Director
Grant Operations Directorate
Office of Community Oriented Policing Services

Marcia O. Jackson
Assistant Director
Grant Monitoring Division
Office of Community Oriented Policing Services

Louise Duhamel
Assistant Director
Audit Liaison Group
Internal Review and Evaluation Office
Justice Management Division

OFFICE OF THE INSPECTOR GENERAL, AUDIT DIVISION
ANALYSIS AND SUMMARY OF ACTIONS NECESSARY TO CLOSE THE REPORT

Recommendation Number:

1. **Closed.** This recommendation was closed on October 18, 2021.

2. **Closed.** This recommendation was closed on October 18, 2021.

3. **Closed.** This recommendation was closed on October 18, 2021.

4. **Closed.** This recommendation was closed on November 19, 2021.

5. **Closed.** This recommendation was closed on October 18, 2021.

6. **Resolved.** We recommended that the COPS Office remedy the $4,503,266 in unsupported questioned costs.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated in its response that it would work with ECSO to determine the unsupported grant expenditures and remedy the unsupported costs as appropriate

   In its most recent response, the COPS Office did not address this recommendation.

   This recommendation can be closed when we receive documentation demonstrating that the questioned costs have been remedied.

7. **Closed.** We recommended that the COPS Office remedy the $1,121,734 in funds to be put to better use.

   In its initial response, COPS concurred with our recommendation. The COPS Office stated in its response that it will work with ECSO to determine the grant expenditures and funds to be put to better use, as appropriate.

   In its most recent response, the COPS Office provided documentation to support that it approved a grant extension for grant number 2017-UL-WX-0014, to October 31, 2021. The COPS Office also provided documentation to support that ECSO drew down the remaining $1,121,734 in grant funds.

   We reviewed the documentation provided and determined that it adequately addressed the recommendation. Therefore, this recommendation is closed.

8. **Resolved.** We recommended that the COPS Office remedy $1,250,000 in unsupported questioned local match costs.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated in its response that it would work with ECSO to determine the grant expenditures and remedy the unsupported questioned local match costs.

In its most recent response, the COPS Office did not address this recommendation.

This recommendation can be closed when we receive documentation demonstrating that ECSO's local match was in addition to funds previously budgeted for specific law enforcement purposes as indicated ECSO's fiscal year budget, maintained records that demonstrate the source and amount of the local match, how the local match was calculated, and when the local match was contributed, or that the questioned costs were remedied in some other manner.

9. **Resolved.** We recommended that the COPS Office works with ECSO to ensure that the match is met for grant 2017-UL-WX-0014.

   In its initial response, the COPS Office concurred with our recommendation. The COPS Office stated in its response that it will work with the ECSO to confirm that the local match requirement is being met for the grant.

   In its most recent response, the COPS Office did not address this recommendation.

   This recommendation can be closed when we receive documentation demonstrating that ECSO has implemented procedures to ensure that the local match is met for grant 2017-UL-WX-0014.

10. **Closed.** This recommendation was closed on February 22, 2022.

11. **Closed.** This recommendation was closed on October 18, 2021.

12. **Closed.** This recommendation was closed on October 18, 2021.

13. **Closed.** This recommendation was closed on October 18, 2021.

14. **Closed.** This recommendation was closed on October 18, 2021.



Audit of the Office of Community Oriented Policing Services Hiring Program Grants Awarded to the Essex County Sheriff's Office, Newark, New Jersey

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AUDIT DIVISION

20-095

AUGUST 2020

REDACTED FOR PUBLIC RELEASE

Redactions were made to the full version of this report for privacy reasons. The redactions are contained only in Appendix 4, the Office of Community Oriented Policing Service's response, and are of individuals' names and/or emails.

EXECUTIVE SUMMARY

Audit of the Office of Community Oriented Policing Services Hiring Program Grants Awarded to the Essex County Sheriff's Office, Newark, New Jersey

Objectives

The Office of Community Oriented Policing Services (COPS) awarded the Essex County Sheriff's Office (ECSO) in Newark, New Jersey, three grants totaling $5,625,000 for the COPS Hiring Program (CHP). The objectives of this audit were to determine whether costs claimed under the grants were allowable, supported, and in accordance with applicable laws, regulations, guidelines, and terms and conditions of the award; and to determine whether ECSO demonstrated adequate progress towards achieving program goals and objectives.

Results in Brief

As a result of our audit, we concluded that ECSO did not effectively manage the awards that we reviewed. Specifically, ECSO did not use its accounting system to appropriately manage the grants, did not maintain adequate documentation to support financial administration of the grants, and did not have adequate policies and procedures related to grant administration. We, therefore, determined that we could not rely on the records ECSO provided during our audit, and we question the full amount of project costs that ECSO charged to the grants. This includes $4,503,266 in unsupported costs for the federal share, as well as $1,250,000 for the required local match. We also identified $1,121,734 in unspent grant funds that should be put to better use.

Recommendations

Our report contains 14 recommendations to COPS. We requested a response to our draft audit report from ECSO and COPS, which can be found in Appendices 3 and 4, respectively. Our analysis of those responses is included in Appendix 5.

Audit Results

The grants we reviewed were funded by the CHP. This grant supported the ECSO community policing capacity and crime prevention efforts by providing funding to hire and rehire career law enforcement officers. As of May 2020, ECSO had drawn down a total of $4,503,266 in grant funds.

Program Goals and Accomplishments – We identified issues with ECSO's hiring of new law enforcement officers, and its ability to demonstrate an increase in community policing or crime prevention. In each of its 3 grant applications, ECSO reported a total of 417 funded officers in its fiscal year budget and stated that the target staffing level would increase by 15 officers per grant award, for a total staffing level of 462. We requested documentation and found that it only supported 373 funded officer positions. We also identified instances in which ECSO charged officers to the grant that had been hired prior to the grant award date. While ECSO maintained general law enforcement records of police activities, it did not maintain documentation specifically related to the grants.

Grant Financial Management - We determined ECSO had inadequate internal controls for grant administration to ensure compliance with applicable laws, regulations, and award terms and conditions. Specifically, we determined ECSO did not manage the grant based on grant activities, and did not prepare records to support actual expenditures, drawdowns, and match contributions. As a result, we question $4,503,266 in unsupported costs and recommend that COPS put to better use $1,121,734 in unspent grant funds.

Match – The COPS Office requires that match be in addition to funds previously budgeted for law enforcement purposes, and grantees maintain records that demonstrate the source, the amount, and when the local match was contributed. ECSO did not maintain records that demonstrated the amount, and when match amounts were contributed. In addition, ECSO was not able to provide supporting documentation of its match contributions. Therefore, we were unable to verify the amounts ECSO contributed. As a result, we question $1,250,000 in local match costs.

AUDIT OF THE OFFICE OF COMMUNITY ORIENTED POLICING SERVICES HIRING PROGRAM GRANTS AWARDED TO THE ESSEX COUNTY SHERIFF'S OFFICE, NEWARK, NEW JERSEY

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AUDIT OF THE OFFICE OF COMMUNITY ORIENTED POLICING SERVICES HIRING PROGRAM GRANTS AWARDED TO THE THE ESSEX COUNTY SHERIFF'S OFFICE, NEWARK, NEW JERSEY

INTRODUCTION

The U.S. Department of Justice (DOJ) Office of the Inspector General (OIG) completed an audit of three grants awarded by the Office of Community Oriented Policing Services (COPS) to the Essex County Sheriff's Office (ECSO) in Newark, New Jersey. The three grants awarded to ECSO totaled $5,625,000, as shown in Table 1.

Table 1

COPS Hiring Grants Awarded to the Essex County Sheriff's Office

Award Number	Award Date	Project Period Start Date	Project Period End Date	Award Amount
2015-UL-WX-0033	10/01/2015	09/01/2015	12/31/2018	$1,875,000
2016-UL-WX-0040	10/01/2016	09/01/2016	02/29/2020	$1,875,000
2017-UL-WX-0014	11/01/2017	11/01/2017	10/31/2020	$1,875,000
			Total:	**$5,625,000**

Source: COPS Office

Funding was provided through the COPS Hiring Program (CHP), which provides grants directly to law enforcement agencies to hire or rehire career law enforcement officers in an effort to increase community policing capacity and crime prevention efforts.

The Grantee

According to its website, ECSO is the law enforcement component of the Essex County government, and its immediate jurisdiction spans all of Essex County, New Jersey, which is approximately 127 square miles and includes 22 municipalities, with a population of about 800,000 in 2019. Newark, New Jersey is the county seat of Essex County and, according to the ECSO, it had 395 law enforcement officers on board at the time of our audit.

OIG Audit Approach

The objectives of this audit were to determine whether costs claimed under the grants were allowable, supported, and in accordance with applicable laws, regulations, guidelines, and terms and conditions of the grants; and to determine whether ECSO demonstrated adequate progress toward achieving program goals and objectives. To accomplish these objectives, we assessed performance in the following areas of grant management: program performance, financial management, grant expenditures, budget management and control, drawdowns, federal financial reports, and the retention plan.

We tested compliance with what we consider to be the most important conditions of the grants. The COPS Hiring Program Owner's Manual (CHP Owner's Manual), DOJ Grants Financial Guide, and the award documents contain the primary criteria we applied during the audit.

The results of our analysis are discussed in detail later in this report. Appendix 1 contains additional information on this audit's objectives, scope, and methodology. The Schedule of Dollar-Related Findings appears in Appendix 2.

AUDIT RESULTS

During our audit, we concluded that ECSO did not effectively manage the awards that we reviewed. Specifically, we found that ECSO did not use its accounting system to manage grant funding appropriately, did not maintain adequate documentation to support the financial administration or program performance of the grants, and did not have adequate policies and procedures related to grant administration to ensure compliance with the grants' requirements. We found that we could not rely on the records ECSO provided during our audit, as ECSO based its accounting for the grant program on estimated salary and fringe benefit amounts rather than actual costs incurred.

For this COPS Hiring Grant Program, ECSO was to use grant funding to hire 15 law enforcement officers per grant, utilize the funded positions to enhance local law enforcement over and above the level of onboard officers, and finally, retain the grant-funded law enforcement officer positions for 1 year after the 3-year funding period ended. However, we found that ECSO did not maintain records identifying the actual costs for the officers it hired using grant funds, but instead based reimbursement requests on estimates, using general salary calculations. As related to the enhancement of its law enforcement programs, using the grant-funded positions, we found that ECSO did not appropriately maintain documentation demonstrating that the positions were used to perform its policing strategy. While we did not identify instances where grant funding was used in place of local funding, because of the lack of contemporaneous documentation, we cannot fully comment on the adequacy of ECSO's hiring and retention of officers.

Details regarding the impact of the above issues on other aspects of ECSO's management of its COPS grants are discussed in the following sections.

Program Performance and Accomplishments

We reviewed award documentation, including application materials and progress reporting documents, to determine whether ECSO demonstrated adequate progress towards achieving program goals and objectives, and whether submitted reporting documentation was accurate.

Program Goals and Objectives

The CHP provides funds to hire or rehire career law enforcement officers in order to increase community policing capacity and crime prevention efforts. CHP funds may only be used to pay salaries and approved fringe benefits at the entry-level. ECSO was approved to hire 15 officers under each of the 3 grants, for a total of 45 new or rehired officers.

Table 2

Salaries/Approved Fringe Benefits for Newly Hired Officers for First 3 Years [a]

Year		2015-UL-WX-0033	20116-UL-WX-0040	2017-UL-WX-0014
Year 1	Salary	$50,475	$51,484	$52,514
	Fringe	$3,861	$3,939	$18,212
Year 2	Salary	$58,124	$59,287	$59,287
	Fringe	$4,446	$4,535	$20,561
Year 3	Salary	$66,059	$72,832	$72,832
	Fringe	$5,054	$5,572	$25,258
Totals		**$188,019**	**$197,649**	**$248,664**

[a] While approved fringe benefits consisted of Social Security and Medicare for all three grants, Grant Number 2017-UL-WX-0014 included health benefits as an approved fringe benefit.

Source: ECSO and OIG Analysis

ECSO selected "Homeland Security Problems - Protecting Critical Infrastructure Problems" as its primary focus and problem area in its grant applications and noted that it was going to utilize the grants to enhance the protection and response to critical infrastructure incidents within its jurisdiction. As discussed below, we identified issues with ECSO's: (1) staffing and hiring of new law enforcement officers, and (2) its ability to demonstrate an increase in community policing capacity or crime prevention efforts.

ECSO Staffing of Law Enforcement Officers

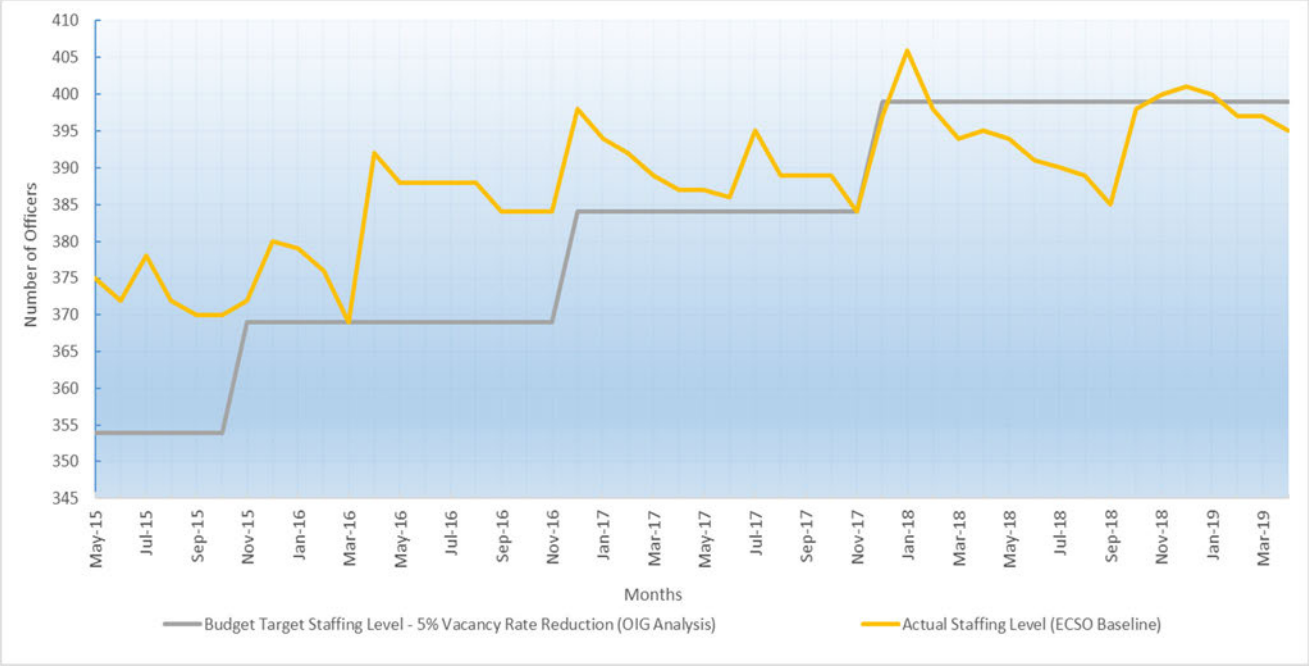
In each of its 3 grant applications, ECSO reported that there were a total of 417 funded officers in its fiscal year budget, and stated that the staffing level would increase by 15 officers as a result of each grant award, for a total staffing level of 462 after hiring throughout all 3 grants. We requested documentation to support the funded staffing levels in its grant applications, and ECSO provided monthly totals of law enforcement staffing from the time of its first grant application through April 2019. However, we found that the documentation provided only supported 373 funded officer positions at the time of the 2015 application. We discussed the issue with ECSO officials and were told the numbers reported in its application included ECSO's full staffing levels, including unfunded vacancies, rather than the actual number of officers funded in its budget. We reviewed all the grant adjustment notices, but none indicated that the lower budgeted figures were approved by the COPS Office.

In Figure 1, we depict our analysis of ECSO's officers: (1) the Budget Target Staffing Level, which is the number of officers ECSO budgeted for in Fiscal Year (FY) 2015 and planned hiring based on subsequent COPS grant awards, less 5% for attrition, and (2) the Actual Staffing Level of officers ECSO had on board. Though the staffing level varied widely throughout the grant periods, ECSO met or surpassed the Budget

Target Staffing level for 29 of 42 months (69 percent) but was under this level for 13 of 42 months (31 percent).

Figure 1

Budget Target and Actual Staffing Levels [a]
May 2015 through April 2019



[a] For Grant Number 2015-UL-WX-0033, the retention period began in December 2018. The budget target staffing level also accounts for the COPS Office retention requirement that ensures the increased officer staffing level continues with local funds for a minimum of 12 months after federal funding ends. Additionally, the budget target staffing level has been reduced by 5 percent (19 officers) to account for vacancy rates.

Source: OIG Analysis of Essex County Sheriff's Office data

The CHP Owner's Manual allows for reductions in locally funded officer positions that occur for reasons unrelated to CHP funding, such as citywide budget reductions, but recipients must maintain documentation demonstrating the dates and reasons for the budget reductions to substantiate that they were unrelated to the receipt of CHP funding. According to ECSO officials, while ECSO's appropriations for salary and wages for FYs 2015 through FY 2018 were flat, ECSO was mandated to pay salary increases for all officer positions (average salary increase 1.78 percent). We determined that there was an overall increase in the number of total ECSO law enforcement officers. During a June 2018 grant monitoring site visit, the COPS Office identified potential supplanting by ECSO due to local vacancies. In response, ECSO provided documentation to support its compliance with the nonsupplanting requirement, including details of a 2009 cap of 2 percent, placed on local, county, and state budgets that led to operating budgets remaining static, which affected vacancies. ECSO also provided hiring and financial data. Based on its review of the supporting documentation, the COPS Office found that Essex County did not violate the nonsupplanting requirement and adequately demonstrated that the local

vacancies occurred for reasons unrelated to the receipt of COPS hiring grant funding and that the local vacancies would have occurred even in the absence of the COPS hiring grant funding. However, we found ECSO did not maintain documentation specifically identifying its staffing levels in relation to the COPS grant funding to demonstrate supplanting did not take place.

We identified instances in which ECSO charged officers to the grant that had been hired prior to the grant award date, in violation of grant requirements. According to the CHP Owner's Manual, CHP funds may only be used to pay for entry-level salaries and fringe benefits for law enforcement officers hired or rehired on or after the award start date. We found that for Grant Number 2015-UL-WX-0033, ECSO charged to the grant three officers who were hired in April 2015, which was 4 months prior to the grant award start date. ECSO's Chief stated that this occurred because ECSO's Chief misunderstood the grant requirement for hiring and, although the three officers were hired prior to the grant start date, the officers were not utilized for grant-related duties until November 30, 2015, the date ECSO hired the other grant-funded officers.

As a result of the issues we identified, related to staffing, we recommend the COPS Office ensure ECSO develops and implements policies and procedures to make certain it maintains supporting documentation for staffing levels (local and grant-funded) identified in its grant applications and over the grant period. Specifically, ECSO should track the names, positions, and total number of locally funded officers and separately track grant-funded officers from the grant award date through grant closure. We also recommend that the COPS Office ensure ECSO implements policies and procedures to ensure that it meets the hiring date requirements for the officers it funds with COPS grants.

Community Policing and Crime Prevention Efforts

The CHP Owner's Manual states that a grantee's organization may be audited or monitored to ensure that it is initiating or enhancing community policing in accordance with the community policing strategy or strategies indicated in its application. In its grant applications, ECSO selected "Homeland Security Problems - Protecting Critical Infrastructure Problems" as its primary focus and problem area, and ECSO noted that it was going to utilize the grants to assist in increasing the protection of and response to critical infrastructure incidents within its jurisdiction. According to ECSO staff, ECSO's community policing also included deployment of school resource officers, operating a program for youth interested in law enforcement careers, and maintaining a police presence at events in parks and in high traffic business areas.[1]

According to ECSO staff, ECSO maintained general law enforcement records of police activities such as patrol records and arrests records. However, ECSO did not maintain a list of grant-funded officers throughout the award periods. ECSO also did

[1] A school resource officer is a law enforcement officer deployed by the employing police department to work in collaboration with schools and community-based organizations. Officer(s) deployed into the school resource officer position(s) must spend a minimum of 75 percent of their time in and around primary and/or secondary schools, working on youth-related activities.

not document the activities of those officers in instances where they performed grant-funded activities, or document those officers performing the grant-funded activities used in place of the new hired officers. In general, ECSO did not maintain any documentation to support the progress and effectiveness of its community policing strategies. Because ECSO did not maintain records establishing the performance and achievements of the grant-funded officers, we were not able to determine the overall impact of ECSO's community policing efforts with respect to the grants.

Required Performance Reports

The CHP Owner's Manual requires grantees to submit quarterly progress reports that detail the accomplishments of the grant program, no later than 30 days after the last day of the reporting quarter. According to the DOJ Grants Financial Guide, funding recipients should ensure that valid and auditable source documentation is available to support all data collected for each performance measure specified in the program solicitation. In order to verify the information in ECSO's progress reports, we selected a sample of 8 performance measures from the 2 most recent reports submitted for each of the 3 grants, for a total sample size of 48 performance measures. We then traced the reported measures to supporting documentation maintained by ECSO.

We determined that the progress reports we reviewed were submitted timely. However, we found that ECSO's progress reports contained deficiencies related to: (1) progress in the identified problem and focus areas, (2) the number of school resource officers redeployed as a result of grant funding, and (3) the number of positions filled. In addition, because of issues of poor recordkeeping and internal control deficiencies, we found a lack of reliable and verifiable supporting documentation. According to ECSO's Chief, errors within the performance reports were the result of oversights and, after researching the problem, ECSO intended to amend the reports.

Within the progress reports we reviewed, we found that ECSO did not describe the policing activities that were implemented to address the problem and focus area of "Homeland Security Problems - Protecting Critical Infrastructure Problems" as identified in its grant application. In many of the progress reports we reviewed, ECSO listed "community policing strategies implemented in and around schools and during multi-cultural park events throughout the year," as its response instead of describing how it specifically addressed the focus areas identified in its grant applications.[2]

For Grant Number 2017-UL-WX-0014, ECSO omitted information about the school resource officers it deployed. The grant allowed ECSO to redeploy veteran officers to community policing efforts in lieu of newly hired officers who were hired with COPS grant funding. ECSO redeployed two veteran officers as school resource

[2] Presidential Policy Directive 21 defines "critical infrastructure" as the systems and assets, whether physical or virtual, so vital to the United States that the incapacity or destruction of such systems and assets would have a debilitating impact on security, national economic security, national public health or safety, or any combination of those matters.

officers but did not include this information in its progress reporting.

Regarding the number of officers reported in ECSO's performance reports, ECSO inaccurately reported the dates for which it hired some of its officers. As discussed previously, for Grant Number 2015-UL-WX-0033, three officers were hired in April 2015 (approximately 4 months before the grant start date). However, in the progress report, the hire date for the officers was reported as November 2015. Additionally, for Grant Number 2016-UL-WX-0040, an officer that was hired in January 2017 was reported as having started in December 2016. According to ECSO staff, ECSO used the dates that the newly hired officers were assigned to grant activities and not the date the officers were hired. Without accurate and updated progress reports, COPS cannot monitor the ECSO's progress in achieving grant goals and objectives. Therefore, we recommend that the COPS Office ensure ECSO submits progress reports that accurately reflect grant activities during the reporting period.

Retention

The CHP Owner's Manual requires grant recipients to retain the sworn officer positions awarded under the CHP award with state or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position, over and above the number of locally funded sworn officer positions that would have existed in the absence of the award. The recipient cannot satisfy the retention requirement by using CHP-funded positions to fill locally funded vacancies resulting from attrition. Furthermore, at the conclusion of federal funding, agencies that fail to retain the sworn officer positions awarded under the CHP grant may be ineligible to receive future CHP grants for a period of 1 to 3 years.

At the time of our audit, Grant Number 2015-UL-WX-0033 was the only grant of the three grants audited that had closed. The grant period ended December 31, 2018, and the retention period end date was December 31, 2019; ECSO had completed the 12-month retention period in December 2019. We found no evidence that the officers that were hired with grant funds were not retained. Therefore, we concluded that ECSO was on track to meet the retention requirement.

Compliance with Special Conditions

Special conditions are the terms and conditions that are included with the awards. We evaluated the special condition related to school resource officers for each of the grants. Grantees who selected "School Resource Officers" as a focus area, are required to submit a signed Memorandum of Understanding (MOU) between the law enforcement agency and the school partner(s) to the COPS Office before obligating or drawing down funds under the award. The MOU must be submitted to the COPS Office within 90 days. For grant 2017-UL-WX-0014, grant-funded school resource officers were required to complete a National Association of School Resource Officers (NASRO) basic training course no later than 9 months after the date shown on the award congratulatory letter. For Grant Number 2017-UL-WX-0014, ECSO redeployed two veteran officers as school resource officers. We did not identify any issues related to ECSO compliance with requirements for school resource officers.

Grant Financial Management

According to the DOJ Grants Financial Guide and CHP Owner's Manual, all grant recipients are required to establish and maintain adequate accounting systems and financial records and to accurately account for funds awarded to them. CHP funds provide up to 75 percent of the allowable costs of this award project. Recipients are responsible for providing at least 25 percent of the total project local matching funds. The local match must be a cash match made from local, state, or other non-COPS Office funds. To assess ECSO's internal controls over its financial management of the grants covered by this audit, we reviewed ECSO's Single Audit Reports for FY 2015 through FY 2017 to identify issues related to federal awards. We also conducted interviews with officials responsible for financial management of the grant, evaluated ECSO's accounting system for the grant, reviewed policies and procedures, and reviewed financial statement audits. Finally, we performed testing in the areas that were relevant for the management of this grant, as discussed throughout this report.

Internal Controls over Grant Administration

According to grant requirements, recipients are required to implement internal controls necessary to ensure effective and efficient operations, reliable reporting, and compliance with applicable laws and regulations. We determined ECSO did not have adequate internal controls for grant administration that would ensure compliance with applicable laws, regulations, and award terms and conditions. Specifically, ECSO did not use its financial management system to manage the grants, did not maintain adequate documentation to support financial administration of the grants, and did not have adequate policies and procedures related to grant administration.

Policies and Procedures

At the initiation of our audit, we requested ECSO to provide its policies and procedures for payroll, financial reporting, drawdown, budget management, and performance monitoring specific to the grants we audited. We determined ECSO did not have any written policies and procedures for grant administration, including policies and procedures necessary to prevent and detect non-compliance with the award requirements. We interviewed ECSO officials to document their grant administration practices and found that the practices in place were not sufficient to ensure compliance with grant requirements.

We recommend that the COPS Office require ECSO to establish a financial system that corrects internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting. We also recommend that the COPS Office ensure ECSO develops and implements written policies and procedures for grant administration, including accounting and recordkeeping, to ensure compliance with applicable laws, regulations, and award terms and conditions.

Single Audit

Non-federal entities that receive federal financial assistance are required to comply with the *Single Audit Act of 1984*, as amended. The Single Audit Act requires

recipients of federal funding above a certain threshold to receive an annual audit of their financial statements and federal expenditures. Under 2 C.F.R. §200.425, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), such entities that expend $750,000 or more in federal funds within the entity's fiscal year must have a "single audit" performed annually covering all federal funds expended that year.[3] We reviewed Essex County's Single Audit reports for FY 2015 through FY 2017 and determined that, while there were internal control findings associated with the grant funds, including a grant drawn down by ECSO that was not reported in its Single Audit but only its financial statements, we did not identify additional testing was necessary for the completion of our audit.

Grant Accounting and Recordkeeping

For Grant Numbers 2015-UL-WX-0033, 2016-UL-WX-0040, and 2017-UL-WX-0014, ECSO's approved budget included personnel and fringe benefits for the 45 total officers to be hired. For each of the three grants, the grant funds provided up to 75 percent of the approved entry level salary and fringe benefit costs for a newly hired or rehired full-time sworn career law enforcement officer, with a maximum annual federal share of $125,000, per officer position, over a 3-year period. According to grant requirements, ECSO was responsible for providing at least 25 percent of the remaining total project costs in local matching funds and intended to meet its match through salary and fringe benefit costs associated with the newly hired or rehired officers.

For these grants, ECSO was required to maintain documentation establishing the source, amount, and timing of its local match funds provided in support of the grant-funded program. Based on our review of Essex County payroll records, we determined that all of the officers hired through the grants were paid through Essex County's payroll system. Although Essex County maintained payroll records for all of its ECSO employees, we found that the records did not separately track expenditures related to grant-funded employees. ECSO officials told us it did not rely on Essex County's payroll records to support costs charged to the grants, including its local match contributions. Instead, handwritten notes, which were based on Essex County's established pay tables, were used to calculate project costs for the federal share of expenditures and local match provided. In addition, grant requirements establish that award recipients maintain documentation establishing the appropriate support for local matching payments when included in an award program.

We requested a detailed accounting of grant expenditures, including match contributions, from ECSO officials. In response to our request and to support grant expenditures, ECSO officials provided manually created electronic spreadsheets rather than an accounting system report. The spreadsheets included grant-funded officer names, officer start dates, and entry-level salaries at the time of hiring. We reviewed transactions from the spreadsheets and determined they did not match the official

[3] On December 26, 2014, the Uniform Guidance superseded OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organization. Under OMB Circular A-133, which affected all audits of fiscal years beginning before December 26, 2014, the audit threshold was $500,000.

Essex County payroll records. We discussed the issue with ECSO's Chief who explained that ECSO's Chief did not reconcile the spreadsheets with Essex County payroll records and could not tie the dollar amounts to supporting documentation. At the time of our audit, to support its local match contributions, ECSO provided us with spreadsheets that identified a total local match contribution of $2,791,856 for all three grants, based on the salary and fringe benefit rates paid to the officers hired. According to ECSO, the match contributions for each grant were as follows: Grant Number 2015-UL-WX-0033, $1,217,697; Grant Number 2016-UL-WX-0040, $839,120; and Grant Number 2017-UL-WX-0014, $735,040. However, ECSO could not tie these contribution amounts, recorded on the spreadsheet, to supporting documentation, but instead based these figures from the gross amounts paid to the officers funded by the grants over the award periods. As a result, we calculated the minimum required local match contribution of 25 percent of the total project costs. This resulted in a calculated, total required local match of $1,875,000 for all three grants.

As a result of ECSO not separately tracking grant expenditures, and not maintaining documentation to support the source, amount, and timing of local match funds, we were not able to readily identify grant expenditures or verify that ECSO met its local match requirements. Based on the lack of adequate accounting records to support grant-related personnel and benefit expenditures, as shown in Table 3, as of May 2020, we identified a total of $4,503,266 in questioned costs, representing the total drawdown amounts for all three grants and $1,121,734 in funds that had not been drawn down.

Table 3

Analysis of ECSO Grant Project Costs
April 2015 to May 2020

Award Number	Award Amount	Drawdowns	Local Match Calculations	Funds Not Drawn Down
2015-UL-WX-0033	$1,875,000	$1,875,000	$625,000	$ -
2016-UL-WX-0040	$1,875,000	$1,875,000	$625,000	$ -
2017-UL-WX-0014	$1,875,000	$753,266	$ -	$1,121,734
TOTALS:	**$5,625,000**	**$4,503,266[4]**	**$1,250,000**	**$1,121,734**

Source: DOJ and OIG Analysis

We recommend that the COPS Office remedy the $4,503,266 in questioned costs and $1,121,734 in funds to be put to better use. We also recommend the COPS Office remedy $1,250,000 in questioned costs, representing unsupported required local match costs for Grant Numbers 2015-UL-WX-0033 and 2016-UL-WX-0040. Additionally, we recommend that the COPS Office works with ECSO to ensure that the match is met for grant 2017-UL-WX-0014. We also recommend that the COPS Office require ECSO to develop and implement policies and procedures to ensure accurate accounting of grant expenditures, including payroll and fringe benefit expenditures, as

[4] As of October 2019, ECSO had drawn down a total of $3,952,351 in grant funds.

well as maintaining records that clearly demonstrate an appropriate source of the local match, the amount of the local match, and when the local match was contributed.

Budget Management and Control

According to the CHP Owner's Manual and DOJ Grants Financial Guide, grant recipients are responsible for establishing and maintaining an adequate accounting system, which includes the ability to compare actual expenditures or outlays with budgeted amounts for each award. Grant recipients must initiate a Grant Adjustment Notice for any budget modification that reallocates funds among budget categories if the proposed cumulative change is greater than 10 percent of the total award amount. Additionally, CHP awards cover up to 75 percent of the approved entry-level salary and fringe benefits of each fulltime officer over the 3-year (36 month) award period, with a minimum 25 percent local cash match requirement and a maximum federal share of $125,000 per officer position.

As discussed in the Financial Management section of this report, we determined ECSO did not manage the grants based on actual expenditures and did not prepare records to support grant expenditures, drawdowns, or match contributions. Instead, it used a spreadsheet, which we determined could not be relied upon due to a lack of supporting documentation, to manage the grant. Because ECSO did not separately track grant expenditures, we could not determine if ECSO made a cumulative change greater than 10 percent of the total award amount or exceeded a maximum of $125,000 per officer position due to the lack of supporting documentation.

We recommend that the COPS Office ensure ECSO develops and implements written policies and procedures for budget management and reconciliation of supporting documentation with Essex County's financial management system.

Drawdowns

According to the CHP Owner's Manual and DOJ Grants Financial Guide, an adequate accounting system should be established to maintain documentation to support all receipts of federal funds. If, at the end of the grant award, recipients have drawn down funds in excess of federal expenditures, unused funds must be returned to the awarding agency.

As of May 2020, ECSO had drawn down a total of $4,503,266 in grant funds. As described in the Financial Management section of this report, ECSO provided spreadsheets meant to support its grant activities. We reviewed the spreadsheets and we were not able to reconcile the information in the spreadsheets with information in the Essex County financial management system. As a result, the drawdowns did not match ECSO's electronic spreadsheets and ECSO cannot demonstrate that it did not drawdown funds in excess of its immediate needs. Additionally, we could not assess whether drawdowns were based on immediate need because neither the federal share nor local match were adequately recorded. Therefore, we recommend that the COPS Office ensure ECSO develops and

implements written policies and procedures for drawing down award funds based on actual payroll data from the Essex County financial management system.

Federal Financial Reports

In order for the COPS Office to monitor the status of funds for a project, it requires grant recipients to submit quarterly Federal Financial Reports (FFRs) that specify grant and local match expenditures made during the quarterly period and the cumulative expenditures to date for a grant. Grantees are required to submit these reports no later than 30 days after the last day of each quarter. If the report is delinquent, a grantee will not be able to draw down funds until the FFR is submitted. We found that ECSO submitted inaccurate and late FFRs.

As previously discussed, ECSO told us it did not reconcile grant expenditures or local match expenditures with Essex County's financial management system, and it reported expenditures on a yearly basis, rather than quarterly as required. In addition, it did not maintain adequate documentation to support the amounts reported on FFRs submitted in support of the grant awards. As a result, we could not determine whether the submitted FFRs matched Essex County's financial management system's records for Grant Numbers 2015-UL-WX-0033, 2016-UL-WX-0040, and 2017-UL-WX-0014. Additionally, we found that 13 of the 31 FFR's we reviewed (42 percent) were submitted late.

We recommend that the COPS Office ensure ECSO develops and implements written policies and procedures to ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with Essex County's financial management system. In addition, we recommend the COPS Office ensure ECSO develops and implements written policies and procedures to timely submit financial reports on a quarterly basis.

CONCLUSION AND RECOMMENDATIONS

As a result of our audit, we concluded that ECSO did not effectively and efficiently manage the awards that we reviewed. Specifically, ECSO did not use its accounting system to manage the grants, did not maintain adequate documentation to support financial administration of the grants, and did not have adequate policies and procedures related to grant administration. We could not rely on the records ECSO provided during our audit, and we therefore question a total of $5,753,266 in project costs. This includes $4,503,266 in unsupported costs for the federal share and $1,250,000 in local match expenditures. We also identified $1,121,734 in unobligated drawdowns as funds that should be put to better use. We provide 14 recommendations to the COPS Office to address these deficiencies.

We recommend that the COPS Office:

1. Ensure ECSO develops and implements policies and procedures to make certain it maintains supporting documentation for staffing levels (local and grant-funded) identified in its grant applications and over the grant period. Specifically, ECSO should track the names, positions, and total number of locally funded officers and separately track grant-funded officers from the grant award date through grant closure.

2. Ensure ECSO implements policies and procedures to ensure that it meets the hiring date requirements for the officers it funds with COPS grants.

3. Ensure ECSO submits progress reports that accurately reflect grant activities during the reporting period.

4. Require ECSO to establish a financial system that corrects significant internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

5. Ensure ECSO develops and implements written policies and procedures for grant administration, including accounting and recordkeeping, to ensure compliance with applicable laws, regulations, and award terms and conditions.

6. Remedy the $4,503,266 in unsupported questioned costs.

7. Remedy the $1,121,734 in funds to be put to better use.

8. Remedy $1,250,000 in unsupported questioned local match costs.

9. Works with ECSO to ensure that the match is met for grant 2017-UL-WX-0014.

10. Require ECSO to develop and implement policies and procedures to ensure accurate accounting of grant expenditures, including payroll and fringe benefit expenditures, as well as maintaining records that clearly demonstrate an appropriate source of the local match, the amount of the local match, and when the local match was contributed.

11. Ensure ECSO develops and implements written policies and procedures for budget management and reconciliation of supporting documentation with Essex County's financial management system.

12. Ensure ECSO develops and implements written policies and procedures for drawing down award funds based on actual payroll data from the Essex County financial management system.

13. Ensure ECSO develops and implements written policies and procedures to ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with Essex County's financial management system.

14. Ensure ECSO develops and implements written policies and procedures to timely submit financial reports on a quarterly basis.

APPENDIX 1

OBJECTIVES, SCOPE, AND METHODOLOGY

Objectives

The objectives of this audit were to determine whether costs claimed under the grants were allowable, supported, and in accordance with applicable laws, regulations, guidelines, and terms and conditions of the grant; and to determine whether the grantee demonstrated adequate progress towards achieving the program goals and objectives. To accomplish these objectives, we assessed performance in the following areas of grant management: program performance, financial management, expenditures, budget management and control, drawdowns, federal financial reports, and retention plan.

Scope and Methodology

We conducted this performance audit in accordance with Generally Accepted Government Auditing Standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

This was an audit of Office of Community Oriented Policing Services (COPS Office) grants awarded to the Essex County Sheriff's Office (ECSO) under the COPS Office Hiring Program, specifically COPS Grants Numbers 2015-UL-WX-0033, 2016-UL-WX-0040, and 2017-UL-WX-0014 in the amount of $1,875,000 each. As of May 2020, ECSO had drawn down a total of $4,503,266. COPS approved a grant extension for Grant Number 2015-UL-WX-0033 with a new project end date of December 31, 2018, which has since been expended and closed out. Additionally, COPS approved a grant extension for Grant Number 2016-UL-WX-0040 with a new project end date of February 29, 2020. Our audit concentrated on, but was not limited to, September 1, 2015, the award start date for Grant Number 2015-UL-WX-0033, through May 6, 2020, the last day of our audit work.

To accomplish our objectives, we tested compliance with what we consider to be the most important conditions of ECSO's activities related to the audited grants. We performed sample-based audit testing for grant expenditures including personnel, financial reports, and progress reports. In this effort, we employed a judgmental sampling design to obtain broad exposure to numerous facets of the grants reviewed. This non-statistical sample design did not allow projection of the test results to the universe from which the samples were selected. The COPS Hiring Program Owner's Manual, the DOJ Grants Financial Guide, and the award documents contain the primary criteria we applied during the audit.

During our audit, we obtained information from the COPS Office, the COPS Office's NextGen System, as well as ECSO's accounting system specific to the management of DOJ funds during the audit period. We did not test the reliability of

those systems as a whole, therefore any findings identified involving information from those systems was verified with documentation from other sources.

Internal Controls

In this audit, we performed testing of internal controls significant within the context of our audit objectives. We did not evaluate the internal controls of ECSO to provide assurance on its internal control structure as a whole. ECSO management is responsible for the establishment and maintenance of internal controls in accordance with Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. §200. Because we do not express an opinion on ECSO's internal control structure as a whole, we offer this statement solely for the information and use of the ECSO and COPS Office.[5]

As noted in the Audit Results section of this report, we identified deficiencies in ECSO's internal controls that are significant within the context of the audit objectives and based upon the audit work performed that we believe adversely affect ECSO's ability for grant administration that would ensure compliance with applicable laws, regulations, and award terms and conditions. Specifically, ECSO did not use its financial management system to manage the grants, did not maintain adequate documentation to support financial administration of the grants, and did not have adequate policies and procedures related to grant administration.

[5] This restriction is not intended to limit the distribution of this report, which is a matter of public record.

APPENDIX 2

SCHEDULE OF DOLLAR-RELATED FINDINGS

	AMOUNT	PAGE
Questioned Costs:[6]		
Unsupported Costs – Drawdowns	$4,503,266	11-12
Unsupported Costs – Local Match	$1,250,000	11-12
Total Questioned Costs	**$5,753,266**	
Funds to be put to Better Use:[7]		
Grant Funds Not Used	$1,121,734	11-12
Total Funds to be put to Better Use	**$1,121,734**	
TOTAL DOLLAR-RELATED FINDINGS	**$6,875,000**	

[6] **Questioned Costs** are expenditures that do not comply with legal, regulatory, or contractual requirements; are not supported by adequate documentation at the time of the audit; or are unnecessary or unreasonable. Questioned costs may be remedied by offset, waiver, recovery of funds, the provision of supporting documentation, or contract ratification, where appropriate.

[7] **Funds to be put to Better Use** are future funds that could be used more efficiently if management took actions to implement and complete audit recommendations.

APPENDIX 3

ESSEX COUNTY SHERIFF'S OFFICE RESPONSE TO THE DRAFT AUDIT REPORT

OFFICE OF THE SHERIFF

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ESSEX COUNTY VETERAN'S COURTHOUSE
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JOHN GONCALVES
AMIR D. JONES

CHIEF
JAMES R. SPANGO

July 21, 2020

Thomas O. Puerzer
Regional Audit Manager
Philadelphia Regional Audit Office
Office of the Inspector General
U.S. Department of Justice
701 Market Street, Suite 2300
Philadelphia, PA 19106

Dear Mr. Puerzer,

I am writing in response to the OIG audit for COPS Grant Numbers 2015-ULWX-0033, 2016-ULWX-0040, and 201-ULWX-0014. In addition to the letter acknowledging the audit's objectives and scope, please refer below to the Essex County Sheriff's Office responses to the 14-point conclusion and recommendations that are stated in Draft Audit Report submitted by the OIG.

1. Statement:
   Ensure ECSO develops and implements policies and procedures to make certain it maintains supporting documentation for staffing levels (local and grant-funded) identified in its grant applications and over the grant period. Specifically, ECSO should track the names, positions, and total number of locally funded officers and separately track grant-funded officers from grant award date through grant closure.

   Response:
   ECSO agrees with Statement 1 and has implemented procedures.

2. Statement:
   Ensure ECSO implements policies and procedures to ensure that it meets the hiring date requirements for the officers it funds with COPS grants.

   Response:
   ECSO agrees with Statement 2 and is currently implementing procedures.

3. Statement:
   Ensure ECSO submits progress reports that accurately reflect grant activities during the reporting period.

   Response:
   ECSO agrees with Statement 3 and has already implemented these procedures.

4. Statement:
   Require ECSO to establish a financial system that corrects significant internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

   Response:
   ECSO agrees with Statement 4 and is collaboratively working with the County of Essex in implementing these procedures. As explained in the audit, the County of Essex is responsible for the accounting portion such employee salary and benefits.

5. Statement:
   Ensure ECSO develops and implements written policies and procedures for grant administration, including accounting and recordkeeping, to ensure compliance with applicable laws, regulations, and award terms and conditions.

   Response:
   As in Statement 4, the ECSO is in full agreement and implementing the same policies and procedures would also apply in this section.

6. Statement:
   Remedy the $4,503,266 in unsupported questioned costs.

   Response:
   The ECSO disagrees with this finding. The ECSO will work with COPS to substantiate the costs associated with personnel salary and fringe benefits.

7. Statement:
   Remedy the $1,121,734 in funds to be put to better use.

   Response:
   As in Statement 6 the same applies to this statement. The ECSO disagrees with this finding. The ECSO will work with COPS to substantiate the costs associated with personnel salary and fringe benefits.

8. Statement:
   Remedy $1,250,000 in unsupported questioned local costs.

   Response:
   The ECSO disagrees with this finding and will substantiate findings that support our position that these costs are substantiated.

9. Statement:
   Works with ECSO to ensure that the match is met for grant 2017-UL-WX-0014.

   Response:
   The ECSO agrees with Statement 9 and will substantiate findings that support the match.

10. Statement:
    Require ECSO to develop and implement procedures to ensure accurate accounting of grant expenditures, including payroll and fringe benefit expenditures, as well as maintaining records that clearly demonstrate an appropriate source of the local match, the amount of the local match, and when the local match was contributed.

    Response:
    As described in Statements 6-9, Statement 10 will be implemented as a direct result to those policies and procedures.

11. Statement:
    Ensure ECSO develops and implements written policies and procedures for budget management and reconciliation of supporting documentation with Essex County's financial management system.

    Response:
    The ECSO agrees with Statement 11 and is currently working collaboratively with the County of Essex to implement policy and procedures for budget management.

12. Statement:
    Ensure ECSO develops and implements written policies and procedures for drawing down award funds based on actual payroll data from Essex County financial management system.

    Response:
    The ECSO agrees with Statement 12. As stated in Response 11, those policies and procedures will directly apply to this recommendation.

13. Statement:
    Ensure ECSO develops and implements written policies and procedures to ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with Essex County's financial management system.

    Response:
    The ECSO agrees with Statement 13. The ECSO and the County of Essex are currently implementing these policies and procedures. These policies and procedures will directly substantiate all recommendations that directly apply to any budget related matters.

14. Statement:
Ensure ECSO develops and implements written policies and procedures to timely submit financial submit financial reports on a quarterly basis.

Response:
The ECSO agrees with Statement 14 and currently is in compliance with this recommendation.

Respectfully Submitted,



Armando B. Fontoura, Sheriff
Essex County Sheriff's Office

APPENDIX 4

OFFICE OF COMMUNITY ORIENTED POLICING SERVICES RESPONSE TO THE DRAFT AUDIT REPORT

U.S. DEPARTMENT OF JUSTICE
OFFICE OF COMMUNITY ORIENTED POLICING SERVICES
Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

MEMORANDUM

To: Thomas O. Puerzer
Regional Audit Manager
Philadelphia Regional Audit Office
U.S. Department of Justice, Office of the Inspector General

From: LaToya Pickett-Bell LPB
Management Analyst

Date: July 22, 2020

Subject: Response to the Draft Audit Report for the Essex County Sheriff's Office

This memorandum is in response to your July 2, 2020 draft audit report on COPS Hiring Program Grants #2015ULWX0033, #2016ULWX0040 and #2017ULWX0014 awarded to the Essex County Sheriff's Office ("the Department"). For ease of review, the audit recommendations are stated in bold and underlined, followed by a response from COPS concerning the recommendation.

Recommendation 1 - Ensure ECSO develops and implements policies and procedures to make certain it maintains supporting documentation for staffing levels (local and grant-funded) identified in its grant applications and over the grant period. Specifically, ECSO should track the names, positions, and total number of locally funded officers and separately track grant-funded officers from the grant award date through grant closure.

The COPS Office concurs with this recommendation.

Planned Action

The COPS Office will work with the Department to develop appropriate policies and procedures that tracks the staffing levels, names and positions of both the locally-funded and grant-funded officers.

Request

Based on the planned action, COPS requests resolution of Recommendation 1.

COPS considers Recommendation 1 resolved, based on the planned actions shown above. In addition, COPS requests written acceptance of the determination from your office.

Recommendation 2 - Ensure ECSO implements policies and procedures to ensure that it meets the hiring date requirements for the officers it funds with COPS grants.

The COPS Office concurs with this recommendation.

Planned Action

The COPS Office will work with the Department to develop appropriate policies and procedures that suitably meets the hiring requirements of the officers being assigned to the grant.

Request

Based on the planned action, COPS requests resolution of Recommendation 2.

COPS considers Recommendation 2 resolved, based on the planned actions shown above. In addition, COPS requests written acceptance of the determination from your office.

Recommendation 3 - Ensure ECSO submits progress reports that accurately reflect grant activities during the reporting period.

The COPS Office concurs with this recommendation.

Planned Action

The COPS Office will work with the Department to ensure that they submit accurate progress reports to reflect grant activities accomplished during the reporting period.

Request

Based on the planned action, COPS requests resolution of Recommendation 3.

COPS considers Recommendation 3 resolved, based on the planned actions shown above. In addition, COPS requests written acceptance of the determination from your office.

Recommendation 4 - Require ECSO to establish a financial system that corrects significant internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

The COPS Office concurs with this recommendation.

Planned Action

The COPS Office will work with the Department to ensure that they establish a financial system that improves internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

Request

Based on the planned action, COPS requests resolution of Recommendation 4.

COPS considers Recommendation 4 resolved, based on the planned actions shown above. In addition, COPS requests written acceptance of the determination from your office.

Recommendation 5 - Ensure ECSO develops and implements written policies and procedures for grant administration, including accounting and recordkeeping, to ensure compliance with applicable laws, regulations, and award terms and conditions.

The COPS Office concurs with this recommendation.

Planned Action

The COPS Office will work with the Department to ensure that they establish written grant administration policies and procedures to ensure that they are in compliance with the grant award terms and conditions.

Request

Based on the planned action, COPS requests resolution of Recommendation 5.

COPS considers Recommendation 5 resolved, based on the planned actions shown above. In addition, COPS requests written acceptance of the determination from your office.

Recommendation 6 - Remedy the $4,503,266 in unsupported questioned costs.

The COPS Office concurs with this recommendation.

Planned Action

The COPS Office will work with the Department to determine the grant expenditures and remedy the unsupported costs as appropriate.

Request

Based on the planned action, COPS requests resolution of Recommendation 6.

COPS considers Recommendation 6 resolved, based on the planned actions shown above. In addition, COPS requests written acceptance of the determination from your office.

Recommendation 7 - Remedy the $1,121,734 in funds to be put to better use.

The COPS Office concurs with this recommendation.

Planned Action

The COPS Office will work with the Department to determine the grant expenditures and funds to be put to better use as appropriate.

Request

Based on the planned action, COPS requests resolution of Recommendation 7.

COPS considers Recommendation 7 resolved, based on the planned actions shown above. In addition, COPS requests written acceptance of the determination from your office.

Recommendation 8 - Remedy $1,250,000 in unsupported questioned local match costs.

The COPS Office concurs with this recommendation.

Planned Action

The COPS Office will work with the Department to determine the grant expenditures and remedy the unsupported questioned local match costs.

Request

Based on the planned action, COPS requests resolution of Recommendation 8.

COPS considers Recommendation 8 resolved, based on the planned actions shown above. In addition, COPS requests written acceptance of the determination from your office.

Recommendation 9 - Works with ECSO to ensure that the match is met for grant 2017-UL-WX-0014.

The COPS Office concurs with this recommendation.

Planned Action

The COPS Office will work with the Department to confirm that the local match requirement is being met for the grant.

Request

Based on the planned action, COPS requests resolution of Recommendation 9.

COPS considers Recommendation 9 resolved, based on the planned actions shown above. In addition, COPS requests written acceptance of the determination from your office.

Recommendation 10 - Require ECSO to develop and implement policies and procedures to ensure accurate accounting of grant expenditures, including payroll and fringe benefit expenditures, as well as maintaining records that clearly demonstrate an appropriate source of the local match, the amount of the local match, and when the local match was contributed.

The COPS Office concurs with this recommendation.

Planned Action

The COPS Office will work with the Department to develop appropriate policies and procedures to ensure accurate accounting of grant expenditures, including salaries, fringe benefits, source of local match and the amount of local match contributed.

Request

Based on the planned action, COPS requests resolution of Recommendation 10.

COPS considers Recommendation 10 resolved, based on the planned actions shown above. In addition, COPS requests written acceptance of the determination from your office.

Recommendation 11 - Ensure ECSO develops and implements written policies and procedures for budget management and reconciliation of supporting documentation with Essex County's financial management system.

The COPS Office concurs with this recommendation.

Planned Action

The COPS Office will work with the Department to develop appropriate policies and procedures on budget management and reconciliation of supporting documentation with Essex County's financial management system.

Request

Based on the planned action, COPS requests resolution of Recommendation 11.

COPS considers Recommendation 11 resolved, based on the planned actions shown above. In addition, COPS requests written acceptance of the determination from your office.

Recommendation 12 - Ensure ECSO develops and implements written policies and procedures for drawing down award funds based on actual payroll data from the Essex County financial management system.

The COPS Office concurs with this recommendation.

Planned Action

The COPS Office will work with the Department to develop appropriate policies and procedures to account for draw down of funds for actual payroll expenditures using Essex County's financial management system.

Request

Based on the planned action, COPS requests resolution of Recommendation 12.

COPS considers Recommendation 12 resolved, based on the planned actions shown above. In addition, COPS requests written acceptance of the determination from your office.

Recommendation 13 - Ensure ECSO develops and implements written policies and procedures to ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with Essex County's financial management system.

The COPS Office concurs with this recommendation.

Planned Action

The COPS Office will work with the Department to develop appropriate policies and procedures to ensure that grant expenditures are supported and reconciled with Essex County's financial management system.

Request

Based on the planned action, COPS requests resolution of Recommendation 13.

COPS considers Recommendation 13 resolved, based on the planned actions shown above. In addition, COPS requests written acceptance of the determination from your office.

Recommendation 14 - Ensure ECSO develops and implements written policies and procedures to timely submit financial reports on a quarterly basis.

The COPS Office concurs with this recommendation.

Planned Action

The COPS Office will work with the Department to develop appropriate policies and procedures to timely submit federal financial reports on a quarterly basis.

Request

Based on the planned action, COPS requests resolution of Recommendation 14.

COPS considers Recommendation 14 resolved, based on the planned actions shown above. In addition, COPS requests written acceptance of the determination from your office.

The COPS Office would like to thank you for the opportunity to review and respond to the draft audit report. If you have any questions, please contact me at 202-616-2887 or via e-mail: LaTova.Pickett-Bell@usdoj.gov.

cc: (provided electronically)

[redacted]
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[redacted]
Captain
Essex County Sheriff's Office
[redacted]

Grant File: CHP #2015ULWX0033
CHP #2016ULWX0040
CHP #2017ULWX0014

ORI: NJ00700

APPENDIX 5

OFFICE OF THE INSPECTOR GENERAL ANALYSIS AND SUMMARY OF ACTIONS NECESSARY TO CLOSE THE REPORT

The U.S. Department of Justice Office of the Inspector General (OIG) provided a draft of this audit report to the Office of Community Oriented Policing Services (COPS Office) and the Essex County Sheriff's Office (ECSO) for review and official comment. The ECSO's response is incorporated in Appendix 3, and the COPS Office's response is incorporated in Appendix 4 of this final report. In response to our draft report, the COPS Office concurred with our recommendations, and as a result, the status of the audit report is resolved. In its response, the ECSO concurred with 11 recommendations, and did not concur with 3 recommendations. The following provides the OIG analysis of the summary of actions necessary to close the report.

Recommendations for the COPS Office:

1. **Ensure ECSO develops and implements policies and procedures to make certain it maintains supporting documentation for staffing levels (local and grant-funded) identified in its grant applications and over the grant period. Specifically, ECSO should track the names, positions, and total number of locally funded officers and separately track grant-funded officers from the grant award date through grant closure.**

   Resolved. The COPS Office concurred with our recommendation. In its response, the COPS Office stated it will work with ECSO to develop appropriate policies and procedures that track the staffing levels, names, and positions of both locally funded and grant-funded officers.

   The ECSO concurred with our recommendation and stated in its response that it has implemented procedures.

   This recommendation can be closed when we receive documentation demonstrating that ECSO has developed and implemented written policies and procedures for tracking locally funded and grant-funded officers.

2. **Ensure ECSO implements policies and procedures to ensure that it meets the hiring date requirements for the officers it funds with COPS grants.**

   Resolved. The COPS Office concurred with our recommendation. In its response, the COPS Office stated it will work with the ECSO to develop appropriate policies and procedures that suitably meet the hiring requirements of the officers being assigned to the grant.

   The ECSO concurred with our recommendation and stated in its response that it had implemented procedures.

This recommendation can be closed when we receive documentation demonstrating that ECSO has developed and implemented written policies and procedures to ensure that it meets the hiring date requirements for the officers it funds with COPS grants.

3. Ensure ECSO submits progress reports that accurately reflect grant activities during the reporting period.

Resolved. The COPS Office concurred with our recommendation. The COPS Office stated in its response that it will work with ECSO to ensure that it submits accurate progress reports to reflect grant activities accomplished during the reporting period.

The ECSO agreed with our recommendation and stated in its response that it has implemented procedures.

This recommendation can be closed when we receive documentation demonstrating that ECSO has developed and implemented written policies and procedures for subrecipient monitoring that include documenting performance reviews.

4. Require ECSO to establish a financial system that corrects significant internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

Resolved. The COPS Office agreed with our recommendation. The COPS Office stated in its response that it will work with the ECSO to ensure that it establish a financial system that improves internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

The ECSO concurred with our recommendation and stated in its response that it has started working collaboratively with the County of Essex in implementing procedures.

This recommendation can be closed when we receive documentation demonstrating that ECSO has established a financial system that corrects significant internal control deficiencies and produces consistent, accurate, reliable, and verifiable reporting.

5. Ensure ECSO develops and implements written policies and procedures for grant administration, including accounting and recordkeeping, to ensure compliance with applicable laws, regulations, and award terms and conditions.

Resolved. The COPS Office concurred with our recommendation. The COPS Office stated in its response that it will work with the ECSO to ensure that it establishes written grant administration policies and procedures to ensure it is in compliance with the grant award terms and conditions.

The ECSO agreed with our recommendation and stated in its response that it has started working collaboratively with the County of Essex in implementing procedures.

This recommendation can be closed when we receive documentation demonstrating that ECSO has developed and implemented written policies and procedures for grant administration, including accounting and recordkeeping, to ensure compliance with applicable laws, regulations, and award terms and conditions.

6. Remedy the $4,503,266 in unsupported questioned costs.

Resolved. The COPS Office concurred with our recommendation. The COPS Office stated in its response that it will work with the ECSO to determine the grant expenditures and remedy the unsupported costs as appropriate

The ECSO disagreed with our recommendation and stated in its response that it will work with COPS to substantiate the costs associated with personnel salary and fringe benefits.

This recommendation can be closed when we receive documentation demonstrating that the COPS Office has remedied the questioned costs.

7. Remedy the $1,121,734 in funds to be put to better use.

Resolved. The COPS Office concurred with our recommendation. The COPS Office stated in its response that it will work with the ECSO to determine the grant expenditures and funds to be put to better use as appropriate.

The ECSO disagreed with our recommendation and stated in its response that it will work with COPS to substantiate the costs associated with personnel salary and fringe benefits.

This recommendation can be closed when we receive documentation demonstrating that the COPS Office has remedied the funds to be put to better use.

8. Remedy $1,250,000 in unsupported questioned local match costs.

Resolved. The COPS Office concurred with our recommendation. The COPS Office stated in its response that it will work with the ECSO to determine the grant expenditures and remedy the unsupported questioned local match costs.

The ECSO disagreed with our recommendation and stated in its response that it will substantiate findings that support its position that these costs are substantiated.

This recommendation can be closed when we receive documentation demonstrating that ECSO appropriately identified its local match, documented

the source and amount of local match applied to the grant-funded program, and identified when the local match contributions were made, or that the questioned costs were remedied in some other manner.

9. Works with ECSO to ensure that the match is met for grant 2017-UL-WX-0014.

Resolved. The COPS Office concurred with our recommendation. The COPS Office stated in its response that it will work with the ECSO to confirm that the local match requirement is being met for the grant.

The ECSO agreed with our recommendation and stated in its response that it will substantiate the findings that support the match.

This recommendation can be closed when we receive documentation demonstrating that ECSO has implemented procedures to ensure that the local match is met for grant 2017-UL-WX-0014.

10. Require ECSO to develop and implement policies and procedures to ensure accurate accounting of grant expenditures, including payroll and fringe benefit expenditures, as well as maintaining records that clearly demonstrate an appropriate source of the local match, the amount of the local match, and when the local match was contributed.

Resolved. The COPS Office concurred with our recommendation. The COPS Office stated in its response that it will work with the ECSO to develop appropriate policies and procedures to ensure accurate accounting of grant expenditures, including salaries, fringe benefits, source of local match and the amount of local match contributed.

The ECSO agreed with our recommendation and stated in its response that policies and procedures implemented for other findings will result in policies and procedures being implemented for this recommendation.

This recommendation can be closed when we receive documentation demonstrating that ECSO has developed and implemented written policies and procedures that ensures accurate accounting of grant expenditures, including payroll and fringe benefit expenditures, as well as maintaining records that clearly demonstrate an appropriate source of the local match, the amount of the local match, and when the local match was contributed.

11. Ensure ECSO develops and implements written policies and procedures for budget management and reconciliation of supporting documentation with Essex County's financial management system.

Resolved. The COPS Office concurred with our recommendation. The COPS Office stated in its response that it will work with the ECSO to develop appropriate policies and procedures on budget management and reconciliation of supporting documentation with Essex County's financial management system.

The ECSO agreed with our recommendation and stated in its response that it has started working collaboratively with the County of Essex in implementing procedures.

This recommendation can be closed when we receive documentation demonstrating that ECSO has developed and implemented written policies and procedures for budget management and reconciliation of supporting documentation with Essex County's financial management system.

12. Ensure ECSO develops and implements written policies and procedures for drawing down award funds based on actual payroll data from the Essex County financial management system.

Resolved. The COPS Office concurred with our recommendation. The COPS Office stated in its response that it will work with ECSO to develop appropriate policies and procedures to account for drawdown of funds for actual payroll expenditures using Essex County's financial management system.

The ECSO agreed with our recommendation and stated in its response that it has implemented policies and procedures for other recommendations that will directly apply to this recommendation.

This recommendation can be closed when we receive documentation demonstrating that ECSO has developed and implemented written policies for drawing down funds based on actual payroll data from the Essex County financial management system.

13. Ensure ECSO develops and implements written policies and procedures to ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with Essex County's financial management system.

Resolved. The COPS Office concurred with our recommendation. The COPS Office stated in its response that it will work with the ECSO to develop appropriate policies and procedures to ensure that grant expenditures are supported and reconciled with Essex County's financial management system.

The ECSO agreed with our recommendation and stated in its response that the ECSO and the County of Essex are currently implementing the recommended policies and procedures, and that the policies and procedures will directly substantiate all recommendations that directly apply to any budget related matters.

This recommendation can be closed when we receive documentation demonstrating that ECSO has developed and implemented written policies and procedures to ensure project costs, both federal share expenditures and local match expenditures, are adequately supported and reconciled with Essex County's financial management system.

14. Ensure ECSO develops and implements written policies and procedures to timely submit financial reports on a quarterly basis.

Resolved. The COPS Office concurred with our recommendation. The COPS Office stated in its response that it will work with the ECSO to develop appropriate policies and procedures to timely submit federal financial reports on a quarterly basis.

The ECSO agreed with our recommendation and stated in its response that it was currently in compliance with this recommendation.

This recommendation can be closed when we receive documentation demonstrating that ECSO has developed and implemented written policies and procedures to timely submit financial reports on a quarterly basis.

To: Grant Monitoring File

From: Chanell Jones

Lead Grant Program Specialist

Subject: Espanola Police Department/ NM02101

Date: 4/2/2024 11:25:00 AM

I. Overview of EOBGR

On December 13, 2023, Lead Grant Program Specialist, Mrs. Chanell Jones conducted an Enhanced Office Based Grant Review (EOBGR) with the City of Espanola Police Department ("the Department"). The purpose of the EOBGR was to assess compliance with the COPS grant award regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant awards were reviewed: COPS Hiring Program (CHP) Award number 2020UMWX0052 and 15JCOPS-21-GG-03417-UHPX.

Mrs. Jones conducted an entrance interview with Chief (b) (6) During this initial portion of the EOBGR, Mrs. Jones provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Jones discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Mrs. Jones was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP grant awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

Specifically, the agency staff was able to the Department's community policing efforts and explain how the CHP grant enhanced the community policing activities and the problem-solving strategies, resulting in identifying patterns among crimes and building better relationships between community members and police.

The discussion included the agency staff providing a summary of grant-funded activities and how the COPS award helped agency address their problem area of non-violent crimes. Staff further explained that new officer policies were established as a result of the CHP award. Under the 2020 award, the agency was able to hire 3 full-time sworn officer positions. Under the 2021 award, the agency was able to hire 2 additional full-time sworn officer positions. For both awards the COPS-funded officer positions focused on proactively addressing non-violent crime problems such as: property crimes, shoplifting and burglaries. This resulted in the agency being able to increase crime prevention efforts and decrease criminal activities.

In a subsequent discussion, Mrs. Jones discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's CHP grant awards. During the discussion, Mrs. Jones reviewed the salaries and fringe benefits, invoices, purchase orders, training expenditures, inventory records and other relevant financial documentation for each grant award.

Performance and financial reporting were also discussed during the meeting. During the discussion the staff explained that they had not submitted any performance or financial reports for either the 2020 or the 2021 awards. Staff indicated that they had staffing changes and system issues that had caused the reporting delinquency. Mrs. Jones explained the performance and financial requirements for the awards. Additionally, it was further explained that all the performance reports must be completed in order for the awards to be incompliance with the award conditions. Mrs. Jones advised the agency staff that they would need to work with the grant manager and state assigned staff accountant to remedy the issue with delinquent reports.At the time of the review, both the grant manager and staff accountant were aware of the outstanding reports and were trying to work with the agency staff to assist with getting caught up on all reports.

The EOBGR concluded with an exit interview with Grant Manager,(b) (6) as well as Chief (b) (6) . A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 1316 C Calle Adelante Espanola, NM, 87532

Title: Chief of Police
Phone: (505) 747-6007
Fax: (505) 747-6059
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 1316 C Calle Adelante Espanola, NM, 87532

Title: Administrator
Phone: (505) 747-6042
Fax: (505) 747-6084
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: City Manager
Phone: (505) 747-6013

Site Visit Contact 2
Name: (b) (6)

Title: Chief
Phone: (505) 469-9125

Site Visit Contact 3
Name: (b) (6)

Title:
Phone: (505) 747-6000

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	32
Actual Staffing Level from Oldest Hiring Grant Application	26

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	NM02101	**GRANTEE NAME:**	Espanola Police Department
GRANT:	15JCOPS21GG03417UHPX		
AWARD AMOUNT:	$431,440.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

2 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☑ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☑ No

-Describe the agency's progress toward addressing the identified problems:

Non-violent crime problems addressed

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☑ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☑ No

-Describe the agency's progress toward addressing the identified problems:

During the EOBGR various problems were identified. Problems identified included: property crimes, shoplifting and burglaries.

Total Number of COPS Funded Positions:	2	FT	0	PT
Total Number of COPS Positions Hired:	2	FT	0	PT

Total Number in academy:	0	FT		PT
Total Number on the Street:	2	FT	0	PT
Total Number of COPS Funded Positions Vacant:	0	FT	0	PT
Total Number of Local Vacant Positions	5	FT		PT

Dates Vacant Positions will be Filled: Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See enclosed Dates of Hire Chart

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Staff explained that the activities of the COPS-funded positions included the following:
Within the jurisdiction of the City limits, arrests persons who have committed, or are suspected of having committed criminal offenses; informs suspected violators of their legal rights, interviews witnesses, records physical conditions of the scene of the crime and prepares an offense report.
· Patrols assigned area in search of evidence of law violations; investigates suspicious conditions; requests the assistance of other patrolmen upon encountering a dangerous situation.
· Investigates complaints of law violations and/or ordinances filed by citizens.
· Completes incident reports on any and all citations issued, arrests made, accidents, burglaries, vandalism and disturbances investigated.
· Enforces traffic laws by issuing citations to violators.
· Obtains search warrants and conducts searched of premises on which criminals, evidence or contraband material is suspected to be located.
· Performs miscellaneous assignments, such as delivering prisoners, performing maintenance on assigned vehicles, etc.
· Takes notices, reports, and/or eliminates, when possible, impediments, obstructions, defects or other conditions in or adjacent to streets, such as debris, inoperative street lights, water leaks and other traffic hazards

Grant Award Requirements:

CHP award #15JCOPS-21-GG-03417-UHPX was awarded to the City of Espanola Police Department in the amount of $431,440 in federal funds over a three-year (36 month) award-funding period for the approved entry-level salary and fringe benefits for two (2) new-hire full-time sworn career law enforcement officers. The allowable costs for which the City's award has been approved are limited to those listed on the Financial Clearance Memo (FCM), which is included in the Department's award package. There is no local match for this award. The start date of this award is October 1, 2021, and the end date is September 30, 2026.

Comments:

During the EOBGR meeting, a review of the Department's staffing levels, salary and fringe benefits payments as well as the hiring dates of the sworn officers hired under the above-referenced grant award program was completed. In addition, Mrs. Jones conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. In addition, a review of the award recipient's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted, demonstrating that active and timely steps were taken to backfill local vacancies. No compliance issues were identified.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the EOBGR the agency had not submitted any financial reports for the award. The assigned staff accountant is aware of this issue and has been working with the agency to re-assign roles because the agency has a new financial manager. The staff accountant has also been trying to provide assistance to the agency with the submission of all delinquent financial reports.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the EOBGR the agency had not submitted any performance reports for the award. The assigned grant program specialist is aware of this issue and has been working with the agency to submit all of the delinquent performance reports.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI:	NM02101	**GRANTEE NAME:**	Espanola Police Department
GRANT:	2020UMWX0052		
AWARD AMOUNT:	$647,160.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

3 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☑ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☑ No

-Describe the agency's progress toward addressing the identified problems:

During the EOBGR various problems were identified. Problems identified included: property crimes, shoplifting and burglaries. In addition, staff indicated that the Espanola Police Department had been able to use grant-funded officer positions to respond to an increase of retail asset crimes and expand strategies to respond other property crimes including residential burglaries, catalytic converter theft, auto burglaries and other larceny related crimes.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☑ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☑ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☑ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☑ No

-Describe the agency's progress toward addressing the identified problems:

During the EOBGR various problems were identified. Problems identified included: property crimes, shoplifting and burglaries. In addition, staff indicated that the Espanola Police Department had been able to use grant-funded officer positions to respond to an increase of retail asset crimes and expand strategies to respond other property crimes including residential burglaries, catalytic converter theft, auto burglaries and other larceny related crimes.

Total Number of COPS Funded Positions:	3	FT	0	PT
Total Number of COPS Positions Hired:	3	FT	0	PT
Total Number in academy:	0	FT	0	PT
Total Number on the Street:	3	FT		PT
Total Number of COPS Funded Positions Vacant:	0	FT		PT
Total Number of Local Vacant Positions	5	FT		PT

Dates Vacant Positions will be Filled: Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See enclosed Dates of Hire Chart

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Staff explained that the activities of the COPS-funded positions included the following:
Within the jurisdiction of the City limits, arrests persons who have committed, or are suspected of having committed criminal offenses; informs suspected violators of their legal rights, interviews witnesses, records physical conditions of the scene of the crime and prepares an offense report.
· Patrols assigned area in search of evidence of law violations; investigates suspicious conditions; requests the assistance of other patrolmen upon encountering a dangerous situation.
· Investigates complaints of law violations and/or ordinances filed by citizens.
· Completes incident reports on any and all citations issued, arrests made, accidents, burglaries, vandalism and disturbances investigated.
· Enforces traffic laws by issuing citations to violators.
· Obtains search warrants and conducts searched of premises on which criminals, evidence or contraband material is suspected to be located.
· Performs miscellaneous assignments, such as delivering prisoners, performing maintenance on assigned vehicles, etc.
· Takes notices, reports, and/or eliminates, when possible, impediments, obstructions, defects or other conditions in or adjacent to streets, such as debris, inoperative street lights, water leaks and other traffic hazards

Grant Award Requirements:

CHP Award #2020UMWX0052 was awarded to the City of Espanola ("the City") in the amount of $647,160 in federal funds over a three-year (36-month) award-funding period for the approved entry-level salary and fringe benefits for three (3) new-hire full-time sworn career law enforcement officers. The allowable costs for which the City's award has been approved are limited to those listed on the Financial Clearance Memo (FCM), which is included in the Department's award package. There is no local match for this award. The start date of this award is July 1, 2020, and the end date is September 30, 2023.

Comments:

During the EOBGR meeting, a review of the Department's staffing levels, salary and fringe benefits payments as well as the hiring dates of the sworn officers hired under the above-referenced grant award program was completed. In addition, Mrs. Jones conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. In addition, a review of the award recipient's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted, demonstrating that active and timely steps were taken to backfill local vacancies. No compliance issues were identified.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the EOBGR the agency had not submitted any financial reports for the award. The assigned staff accountant is aware of this issue and has been working with the agency to re-assign roles because the agency has a new financial manager. The staff accountant has also been trying to provide assistance to the agency with the submission of all delinquent financial reports.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the EOBGR the agency had not submitted any performance reports for the award. The assigned grant program specialist is aware of this issue and has been working with the agency to submit all of the delinquent performance reports.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Comments - Based on the fact that the agency has not submitted any performance or financial reports on this award, the grantee was advised that it may be necessary for them to

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 4/2/2024.

Supervisor Approval:

Marcia Jackson

U.S. Department of Justice
Office of Community Oriented Policing Services
COPS
Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: LaToya Pickett-Bell
Management Analyst

Subject: Fairbanks North Star Borough School District/ AK181ZZ

Date: 7/24/2024 3:56:00 PM

I. Overview of Site Visit

On Thursday, July 11, 2024, Management Analyst LaToya Pickett-Bell conducted a grant monitoring site visit with the Fairbanks North Star Borough ("the Department").

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms, and conditions; review the Department's school safety efforts; and provide customer service and technical assistance. The following awards were reviewed: School Violence Prevention Program (SVPP) Awards #15JCOPS-21-GG-03761-SSIX and #15JCOPS-22-GG-04311-SSIX.

Mrs. Pickett-Bell conducted an entrance interview with the following attendees: Director of Grants (b) (6) , Executive Director (b) (6) , Specialist (b) (6) Executive Director (b) (6) , Program Compliance Coordinator (b) (6) and Network Service Director (b) (6)

During this initial portion of the site visit, Mrs. Pickett-Bell provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Pickett-Bell discussed the Department's school safety enhancements.

Under their 2021 award, the Department indicated the need to purchase cameras at each of the schools as well as conduct a more comprehensive security assessment.
This award is managed by (b) (6) , in which she explained that it has been extremely difficult to find applicants for the wire installer position. The day prior to the site visit, they conducted an interview with an applicant and the individual subsequently declined the offer. As such, in the interim, they used the help of a current district employee to install the wire.

Within their borough, they have 28 schools that are impacted by the award. They also have five (5) charter schools within Fairbanks; however, they're not owned by the borough. Additionally, they serve roughly 12,500 students and have approximately 1,600 full-time employees.

The Department most recently deployed SmartID badges and key fobs for staff in an effort to make their buildings more secure. It is the hope that they can convert all classroom doors to keyless entry.

In gauging the school climate, the Department implemented a new system called Qualtrics Bullying Reporting System, which reports bullying and safety issues. However, staff and students found this app to not be user-friendly and difficult to navigate when trying to provide a response. Consequently, the Department is considering other programs that will be more effective.

Also, they have successfully installed all cameras at the impacted schools. They found the purchase of the cameras to be highly effective in deterring vandalism. Fairbanks Police Department has access to their live feed of the school cameras but not for the stored videos. They will be placing an order for new indoor cameras soon with a planned installation timeline during the upcoming school year (2024-2025).

To provide a better school environment to protect against threats, they utilize the ALICE active shooter protocol. The ALICE program is mandatory for all staff and the drill is conducted yearly with the participation of staff and students. Further, every summer, law enforcement agencies utilize their schools for training. Some partnering agencies are University of Alaska Fairbanks, Fairbanks Police Department, Alaska State Troopers, North Pole Police Department. While they currently do not have SROs in their school, they expressed interests in soon deploying SROs but in the interim, they have safety officer positions that are filled by district employees. They are currently working with North Pole Police Department to submit a COPS grant award application for SRO funding.

Under the 2022 award, they were awarded funds to procure intruder alarms. All materials for the intruder alarms have been ordered and they seek to have them deployed by next year. To deter crime, particularly vandalism after school hours, they have set an alarm from 12:00 a.m. – 5:00 a.m., in which they are alerted and police are dispatched when triggered. During the summer months, they hire a private security firm to monitor the school grounds such as driving through the parking lot and checking that all doors are locked.

An example and lesson learned was an incident that occurred two (2) years ago. They received a call about an active shooter at one of their schools and law enforcement immediately responded. Gratefully, the threat turned out to be false. However, they saw this as an opportunity to develop a lessons learned. In response, they met with law enforcement partners to debrief and identify gaps, improve communications with dispatch and providing key access, amongst other things.

In a subsequent discussion, Mrs. Pickett-Bell discussed the financial, administrative, and programmatic review of the Department's awards with the

aforementioned staff.
Next, a community tour occurred with (b) (6) , in which we visited the following schools: Woodriver Elementary, Randy Smith Middle and West Valley High. During the tour, Mrs. Pickett-Bell was shown the security cameras purchased with award funds.

The site visit concluded with an exit interview with the attendees. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 520 Fifth Avenue Fairbanks, AK, 99701

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 520 Fifth Avenue Fairbanks, AK, 99701

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Director of Grants and Partnerships
Phone: (907) 452-2000

Site Visit Contact 2
Name: (b) (6)

Title: Superintendent
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	AK181ZZ	**GRANTEE NAME:**	Fairbanks North Star Borough School District
GRANT:	15JCOPS21GG03761SSIX		
AWARD AMOUNT:	$415,924.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-10-01	**END DATE:**	2024-09-30

Grant Award Requirements:

SVPP Award #15JCOPS-21-GG-03761-SSIX was awarded to the Department in the amount of $415,924 in federal funds over a three-year/36-month grant funding period. The FY 2021 SVPP program provides funding directly to states, units of local government, Indian tribes, and its public agencies to improve security at schools and on school grounds in the jurisdiction of the grantee through evidence-based school safety programs. There is no local cash match requirement. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is October 1, 2021, with an end date of September 30, 2024.

Comments:

During the site visit, Management Analyst LaToya Pickett-Bell conducted a review of the general ledger, invoices and purchase orders of the items procured under the award. Ms. Pickett-Bell conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable,

consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - The agency must provide: o Confirmation of the salary expenditures paid for the Wire Puller that worked on both awards; • A summary of budget expenditures made within each budget cost category for the awards, as identified in the approved budgets and the total of award funds expended (using the excel spreadsheets); and, • Documentation that may include receipts and proof of payment for all expenditures incurred under the awards. Such expenditures should also be supported on the general ledger.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	AK181ZZ	**GRANTEE NAME:**	Fairbanks North Star Borough School District
GRANT:	15JCOPS22GG04311SSIX		
AWARD AMOUNT:	$237,518.00		
LOCAL MATCH:	$79,172.50		
SOURCE OF LOCAL MATCH (if applicable):	$79,172.50		
START DATE:	2022-10-01	**END DATE:**	2025-09-30

Grant Award Requirements:

SVPP Award #15JCOPS-22-GG-04311-SSIX was awarded to the Department in the amount of $237,518 in federal funds over a three-year/36-month grant funding period. The FY 2022 SVPP program provides funding directly to states, units of local government, Indian tribes, and its public agencies to improve security at schools and on school grounds in the jurisdiction of the grantee through evidence-based school safety programs. There is a local cash match requirement of $79,172.50. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is October 1, 2022, with an end date of September 30, 2025.

Comments:

During the site visit, Management Analyst LaToya Pickett-Bell conducted a review of the general ledger, invoices and purchase orders of the items procured under the award. Ms. Pickett-Bell conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable,

consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - The agency must provide: o Confirmation of the salary expenditures paid for the Wire Puller that worked on both awards;. • A summary of budget expenditures made within each budget cost category for the awards, as identified in the approved budgets and the total of award funds expended (using the excel spreadsheets); and, • Documentation that may include receipts and proof of payment for all expenditures incurred under the awards. Such expenditures should also be supported on the general ledger.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 7/24/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Anne Beamon
Grant Management Specialist

Subject: FAIRFIELD, CITY OF/ AL167ZZ

Date: 7/24/2024 2:58:00 PM

I. Overview of EOBGR

On June 6 2024, Grant Management Specialist Anne Beamon conducted an Enhanced Office Based Grant Review (EOBGR) with the City of Fairfield. The purposes of the EOBGR were to access compliance with the COPS grants award regulations, terms, and conditions; review the Department's community policing efforts; and to provide customer service.

During the EOBGR, the following COPS grant award was reviewed: COPS Hiring Program Award (CHP) CHP Award #15JCOPS-21-GG-03515-UHPX. Ms. Beamon conducted an entrance interview with Chief (b) (6) , City Manager (b) (6) , and Administrative Assistant (b) (6) . During this initial portion of the EOBGR, Ms. Beamon provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Beamon discussed the Department's community policing efforts, particularly in relationship to the COPS grant award. During this portion of the EOBGR, Ms. Beamon was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP grant award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

At the time of the CHP grant award application, the Department indicated the focus area was addressing drugs, vehicle thief, vehicle patrol for public safety and increase manpower and visibility of community engagement. Chief (b) (6) stated that with the help of the COPS Grant, the Department is able to carry out many projects and programs that have positively impacted the lives of the people who live here. For example, The COPS grant has made it possible to deploy more police resources to underserved neighborhoods and high-crime areas to improve visibility and presence. Chief (b) (6) indicated this proactive strategy has aided in reducing car burglaries, and traffic issues.

Regarding organizational transformation: Chief (b) (6) stated that the officers are driven to higher standards through bi- weekly, monthly, and yearly reviews. This includes adherence to policy and procedure manuals, local ordinances, number of community contacts, and professional standards. Chief (b) (6) stated that all officers receive additional 12 hours of training in bias and de-escalation.Due to receiving the COPS grant there has been a reduction in car burglary and traffic issues.

Regarding problem solving: The Department has updated their CAD and record management systems and installed mobile workstations in patrol vehicles. The Department indicated this allows the capability to track individual officer's activities and locations, daily, monthly, and weekly. The Department also indicated there is a patrol agreement with the Jefferson County Sheriff's office which includes monthly statistical reporting and assistance in targeting high crime areas. Officers use de-escalation techniques, partner with senior officers and implement implicit bias training while on regular patrol of high incident areas. The Department relies on reports from neighborhood associations regarding specific incidents. Chief (b) (6) also mentioned that there are two additional deputies assigned to the high impact crime areas. The Department also works with the local college on special projects.

Regarding partnerships: The Department regularly attends neighborhood association meetings and works with the presidents to develop and implement neighborhood watch programs. The Department indicated officers attend community and church functions, food pantry maintenance and giveaways, school functions, such as reading with kindergartners, and maintain a visible presence at school sporting events. The Department partners with the fire department for the community Christmas tree lighting and toy give-away. The Department indicated officers use friendly neighbor visits to engage with residents, focusing on senior citizens to inform them of available community services (such as trash set out service and social services). The Department indicated the awarded officers are highly active with the community and focus on crime throughout the neighborhoods. The Department established a door hanging program. This program allows the officers to make themselves available to the citizens if needed by placing their contact information on the citizens' door.

In a subsequent discussion, Ms. Beamon discussed with the Department the financial, administrative, and programmatic review of the Department's CHP grant award. During the discussion, Ms. Beamon reviewed the Department's names and hire dates for the award-funded officers under the 2021 CHP award and expenditure reports listing the salaries and fringe expenditures related to the expenditures incurred under the award.

The EOBGR concluded with an exit interview with Chief (b) (6) . A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 4701 GARY AVENUE FAIRFIELD, AL, 35064

Title:
Phone: (205) 788-2492
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 4701 GARY AVENUE FAIRFIELD, AL, 35064

Title:
Phone: (205) 788-2492
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Administrative Assistant
Phone: (205) 788-2492

Site Visit Contact 2
Name: (b) (6)

Title: City Manager
Phone: (205) 788-2492

Site Visit Contact 3
Name: (b) (6)

Title: Police Chief
Phone: (205) 786-4111

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	6
Actual Staffing Level from Oldest Hiring Grant Application	5

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	AL167ZZ	**GRANTEE NAME:**	FAIRFIELD, CITY OF
GRANT:	15JCOPS21GG03515UHPX		
AWARD AMOUNT:	$241,136.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

2 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The COPS grant has made it possible to deploy more police resources to underserved neighborhoods and high-crime areas to improve visibility and presence.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☑ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Drugs

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☑ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Drugs

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The COPS grant has made it possible to deploy more police resources to underserved neighborhoods and high-crime areas to improve visibility and presence.

Total Number of COPS Funded Positions: 2 FT PT

Total Number of COPS Positions Hired:	2	FT	PT
Total Number in academy:		FT	PT
Total Number on the Street:	2	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions	1	FT	PT

Dates Vacant Positions will be Filled: July 15,2024 Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

The 2 awarded cops funded officers hired date information:
Position 1 officer (b) (6) hired date 8/21/23.
Position 2 officer (b) (6) hired date 1/3/24

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Assigned officers are to engage with community leaders (i.e. council members, neighborhood association members) through attendance at association meetings to assess hot spots and to better focus patrol resources to reduce crime in specific districts.

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03515-UHPX was awarded to the City of Fairfield in the amount of $241,136 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for two (2) new-hire full-time sworn career law enforcement officers. The CHP award provides funding to law enforcement agencies to hire and/or rehire career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts. The allowable costs for which the City of Fairfield award has been approved are limited to those listed on the approved budget, which is included in the Department award package. The local match requirement for this award is $0.00. The start date of this award is October 1, 2021, with an end date of September 30, 2026.

Comments:

During the EOBGR, a review was conducted of the City of Fairfield Police Department staffing levels, salary and fringe benefits payments and the hire dates with the sworn staff hired under the above referenced award grant program specialist Anne Beamon conducted a 3.0 Community Policing Review as part of the community review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. Based on the initial review of these documents, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Officer (b) (6) was hired 09/27/2021 and left the position on 03/11/2022. (b) (6) was hired before the start date of the grant of October 1, 2021. This early hire matter is resolved because the officer has left, and the department has not charged any salary and benefits to the grant. The department will not seek reimbursement for this position.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by local vacancies was identified. Based upon a review of the submitted Budgeted and Actual Strength Staffing Chart document, the Department confirmed they made an error with the budgeted sworn force number. The department confirmed at time of application, the budgeted sworn force is 6. On June 26, 2024 a corrected and updated staffing chart was received. On June 26,2024 the department submitted recruitment information including an employment flyer. On 6/27 a letter and hiring information was also received. The supporting documentation included a letter from Chief Hunter detailing an explanation of the local vacancies experienced

and that it was unrelated to the receipt of the COPS award. The Department has demonstrated that the locally-funded vacancies in FY 2023 and FY 2024 were not related to the receipt of CHP award funding and therefore would have occurred even in the absence of CHP award funding. The 1 local vacancy was filled on July 15, 2024.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - To date the department has not drawn down on the awarded funding. Based on the submitted officers expenditure spreadsheets, the department was advised they cannot charge or be reimbursed for $4,336.44 in health care insurance costs for officers Price, Taylor, and Morgan. On June 26,2024 the department submitted updated Budget expenditure spreadsheet for the 2 cops funded officers without the unallowable health care costs.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as "Other" in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the EOBGR, it was discussed that the Department indicated in its grant award application its commitment to hiring three (3) post 9/11 military veteran. Although the hiring of post 9/11 military veterans as new hires is not an award requirement, applicants who commit to hiring or rehiring at least one (1) military veteran receives additional consideration for CHP funding. It was requested that the Department provide supporting documentation demonstrating their efforts to hire post-9/11 vets. On June 26, 2024 the department submitted recruitment information including an employment flyer. The recruitment information encouraged the hiring preferences of military veterans.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as “Other” in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - A 6/27 teams call with (b) (6) took place to correct the latest quarterly federal financial report (FFR) to reflect cumulative expenses to date.

Comments:

Comment 1:
Approved by Marcia Jackson 7/24/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From:

Warren Brooks Auditor

Subject: FOREST HEIGHTS, TOWN OF/ MD112ZZ

Date: 2/3/2025 12:21:00 PM

I. Overview of Site Visit

On August 20, 2024, Auditor Warren Brooks with assistance from Management Analyst LaToya Picket-Bell, conducted the site visit monitoring review with the Town of Forest Heights Police Department ("the Department").

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms and conditions; review the Department's community policing efforts; and to provide customer service and technical assistance. During the monitoring review, the following COPS grant awards was reviewed: COPS Hiring Program (CHP) Award #15JCOPS-21-GG-03434-UHPX.

Mr. Brooks conducted an entrance interview with the following Department personnel: Chief (b) (6) , Officer (b) (6) . During this initial portion of the monitoring review, Mr. Brooks provided a brief history of the COPS Office, explained the purpose and overview of the site visit and confirmed the finalized agenda.

After opening remarks and introductions, Mr. Brooks discussed the Department's community policing efforts, particularly their initiatives to combat violent crimes in revitalized areas of Forest Heights and the need for additional patrol officers to address increasing calls for service.

Problem Solving
Chief (b) (6) indicated that there is a disconnect with the community's school-aged and older generation. Once there were the additional officers added to the Department, the officers began to do wellness checks, bridging the community with the churches in six jurisdictions. Officer (b) (6) , who is no longer with the Department, was very instrumental in working with faith-based organizations and senior facilities. Initially, the Department used social media as a means of communicating with the community, then went with newsletters. For the older generation, the Department shared community statistics and happenings via phone calls/voicemails. For the should-aged children, the Department was failing to connect with them for fear of the police. Therefore, the Department started going into the schools to build trust. Prince Georges County has school resource officers (SROs) in the middle schools. Forest Heights has 4 elementary schools, 1 Montessori school, and 1 high school. However, no SROs have been assigned to 345the Department when they had problems with children and mental health issues. From this, spawned the need for summer camps.

Some of the initiatives include the recent book bag drive for neighborhood children in August 2024. The local businesses donated the items. The Department sponsored a basketball game against Oxon Hill High School for September 2024.

(b) (6) stated that the population of Forest Heights is approximately 2,674 with about 80-85% African American. Thirty (30) percent of the population is below the poverty line. There is the National Viewpoint Development (near Oxon Hill Farm) where condos and homes are being built, which could bring the population to as much as 10,000.

Regarding stolen firearms, Chief (b) (6) mentioned that there was no tracking mechanism in place for firearms. No data readily available. There is a large number of breaking and entering of homes in the area. Juvenile crimes have increased. Citizens are not calling 9-1-1 and crimes are not being reported. Crimes are being listed on social media via "Next Door." The Department contacted Ring (the doorbell identification system) to inquire about the company getting on the law enforcement application. There was fear amongst the senior citizens as well as the Hispanic community who does not want the police coming to their homes (fear of being deported). City Council has worked to make Forest Heights a sanctuary center. Carjacking was another concern for the Department. However, with the added officers, the Department has experienced fewer carjackings in Forest Heights.

(b) (6) stated the Department invested electric bicycles for community patrolling and feels the e-bikes are similar to having another cruiser on the streets. The Department also does community walks where officers, including Chief (b) (6) break down barriers with a physical presence in the community while wearing polo shirts (no uniform).

A few other investments in equipment and technology include the automated license readers systems (alerting the Department of stolen tags and when offenders come into the Forest Heights area). Robberies are down, as the Department is working with the local businesses and using crime prevention surveys. However, (b) (6) stated that carjackings and car thefts is similar to the drug epidemic of the 90s, once marijuana was legalized.

Chief (b) (6) mentioned that the Department does not have another department to lean on for assistance. Other areas have memorandums of understanding (MOUs) to get backup from neighboring departments. Prince Georges County Police Department went to 12-hour shifts and leans on Forest Heights quite often. The Department has lost persons because of salaries and benefits in other police departments. Starting salaries are approximately $70,000 with a $10,000 bonus. When conducting exit interviews, the Department learned that officers are leaving because of increased salaries and benefits in other areas. With the retention issues, Chief (b) (6) believes crimes will increase.

Barriers – the Department deals with crime and offenders from southeast Washington, DC.

Partnerships
(b) (6) participated in the community policing portion via telephone. (b) (6) is a youth coordinator. (b) (6) spoke of "Shop with a Cop," and the partnership with the schools. Additionally, Target provides Christmas supplies to the community. There have been health symposiums geared towards mental health of local high school students. Employ PG is an initiative discussing career opportunities with high schoolers. (b) (6) also spoke of PAL Camps focused on mental health wellness and unconventional ways of expression.

After the discussion on community policing efforts of the Department, Mr. Brooks discussed the financial, administrative, and programmatic review of the Department's award with Officer (b) (6) . During this portion, Mr. Brooks reviewed the hiring documentation provided as well as the award expenditures incurred for the officers assigned to the CHP award.

Following the discussion, Mr. Brooks and Mrs. Pickett-Bell participated in a community tour where they observed the parks and schools within the Forest Heights community, as well as the National Viewpoint Development project.

The site visit and review concluded with an exit interview with Chief (b) (6), Officer (b) (6) where Mr. Brooks provided a summary of the site review, compliance issues, and discussed that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: TOWN OF FOREST HEIGHTS FOREST HEIGHTS, MD, 20745

Title:
Phone: 301-839-1030
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: TOWN OF FOREST HEIGHTS FOREST HEIGHTS, MD, 20745

Title:
Phone: 301-839-4040
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title:
Phone:

Site Visit Contact 2
Name: (b) (6)

Title: Program Manager
Phone: (240) 229-4061

Site Visit Contact 3
Name: (b) (6)

Title: Mayor
Phone: (301) 839-1030

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	13
Actual Staffing Level from Oldest Hiring Grant Application	10

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	MD112ZZ	**GRANTEE NAME:**	FOREST HEIGHTS, TOWN OF
GRANT:	15JCOPS21GG03434UHPX		
AWARD AMOUNT:	$500,000.00		
LOCAL MATCH:	$364,000.00		
SOURCE OF LOCAL MATCH (if applicable):	General Funds and local match requirement is 364,000.		
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

4 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☑ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☑ Other Violent Crime Problem (please specify):

illegal use and possession of deadly firearms

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	4	FT	PT
Total Number of COPS Positions Hired:	4	FT	PT
Total Number in academy:		FT	PT
Total Number on the Street:	15	FT	PT

Total Number of COPS Funded Positions Vacant: 1 FT PT

Total Number of Local Vacant Positions 2 FT PT

Dates Vacant Positions will be Filled: Pending Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Dates of Hire Form

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The COPS-funded officers are trained and now serve in a community policing role which includes community walks, patrol saturations, school presence, and residential checks\.

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03434-UHPX was awarded to the Department in the amount of $500,000 in federal funds over a three-year/36-month award funding period for the approved entry-level salary and fringe benefits for four (4) new-hire full-time sworn career law enforcement officers. The local cash match requirement for this award is $364,000. Funding under this program will support three (3) years of officer or deputy salaries within a five-year period of performance to accommodate time needed for recruitment and hiring. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is October 1, 2021, with an end date of September 30, 2026.

Comments:

During the monitoring review, Auditor Brooks reviewed the Department's budgeted and actual staffing levels and salaries and fringe benefits incurred for the sworn officers hired to fill these positions. At the time of the review, the Department had not provided the personnel action forms or the DD-214 documentation to complete the review. Additionally, the Budget and Actual Strength Chart had discrepancies and Auditor Brooks requested via email that the Department provide an accurate depiction of its Department.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the initial Budgeted and Actual Strength Staffing Chart provided, a compliance issue for supplanting by reduction in force was identified. At the time of the application, the Department indicated that its budgeted sworn level was 13, thus making that the sworn officer baseline. According to the Budgeted and Actual Strength Staffing Chart that was provided, the Department experienced two (2) reductions in force in FY 2020 and three (3) in FY 2021.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by local vacancies was identified. The Department indicated that it experienced two (2) locally-funded vacancies during FYs 2020-2024.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was

also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - At the time of the visit, the Department did not provide the following: 1. A copy of the general ledger accounting for the grant award expenditures that supports each cost category as it appears in the awarded budget; 2. Personnel Action Forms for the officers that were hired and assigned to the award (wiih personally identifiable information redacted) 3. Documents detailing the sworn budgeted and actual sworn staffing levels for FY 2020, FY 2021, FY 2022, FY 2023, and the current fiscal year using the Budgeted and Actual Strength Staffing Chart; 4. Records of the local cash match contribution made under the award; and, 5. A summary of budget expenditures made within each budget cost category for the award, as identified in the approved budget and the total of award funds expended. In completing the Financial Expenditures Tracking Spreadsheet, the agency should only account for the federal share only.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as "Other" in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Military Veteran Hiring At the time of the award application, the Department indicated its commitment to hire four (4) military veterans. Although the hiring of post 9/11 military veterans as a new hire is not an award requirement, applicants who commit to hiring or rehiring at least one (1) military veteran receives additional consideration for CHP funding. The Department did not provide a copy of the Certificate of Release or Discharge from Active-Duty form (DD-214) for the officer(s) hired under the grant award.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 2/3/2025.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Frank Adededji

Auditor

Subject: Gallatin Police Department/ TN08301

Date: 6/13/2024 1:08:00 PM

I. Overview of EOBGR

On Wednesday, April 4, 2024, Auditor Frank Adededji conducted a grant monitoring Enhanced Office Based Grant Review (EOBGR) with the City of Gallatin Police Department ("the Department"). Mr. Adededji was joined by the following COPS staff: Auditor Funmi Okoli.

The purpose of the EOBGR was to assess compliance with the COPS awards regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. During the EOBGR, the following award was reviewed: COPS Hiring Program (CHP) Award #15JCOPS-23-GG-04984-UHPX.

Mr. Adededji conducted an entrance interview with the following attendees: Chief (b) (6) Assistant Chief (b) (6) Captain (b) (6) ; Assistant Director (b) (6) ; Grant Coordinator (b) (6) ; Director (b) (6) ; and Clinician (b) (6) . During this initial portion of the EOBGR, Mr. Adededji provided a brief history of the COPS Office, explained the purpose and overview of the desk review, and confirmed the finalized agenda.

After opening remarks and introductions, Mr. Adededji discussed the Department's community policing efforts in relation to the COPS CHP award. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The discussion centers on the City of Gallatin Police Department problem-solving endeavors, the cultivation of strong community partnerships, and the organizational commitment and transformation within the Department to support these partnerships and facilitate proactive problem-solving approaches.

In enhancing the community's quality of life and aid individuals in crisis, the Department shares its Computer-Aided Dispatch (CAD) and Record Management Systems (RMS) with several law enforcement agencies to facilitate intelligence gathering. This promotes information sharing to address criminal activities in the community and to identify community members in need of assistance during crises.

Upon identifying a problem, the Department assigns an officer to find a resolution. If the officer identifies a person, business, or organization that can help, they are authorized to contact them to resolve the issue. If resolution isn't possible at this level, higher command steps in, and new ideas are explored, with all contributions considered toward the common goal: a satisfied community.

The Department has forged numerous partnerships to enhance the quality of life in the community and provide assistance to individuals in crisis. Notably, Sumner Regional Hospital provides office space within their premises, fostering improved interaction between law enforcement, the public, and staff. Volunteer Mental Health enables an embedded clinician to respond to crisis calls, facilitating timely support. Non-profit organizations to collaborate with local businesses and organizations, while HOA organizations facilitate information exchange between neighborhoods, educating them on crime prevention and reporting. Additionally, the County school district and County Probation facilitate the teaching of drug and alcohol prevention classes.

During partnership discussions, key members from some groups, like (b) (6) of Volunteer Mental Health and (b) (6) of Downtown Gallatin Inc., participate.

(b) (6) serves as the director of the Department's Downtown Area Preservation. (b) (6) partnership focuses on implementing the Crime Prevention Through Environmental Design program in Gallatin Downtown, revitalization efforts, and collaborating with the Department to have a positive influence at all the city's major festivals. Additionally, she assists in organizing community meetings and presentations in the theater under her management.

(b) (6) is a clinician who aids individuals suffering from addiction to prevent them from reoffending upon their release from jail and reintegrating into our city's streets.

These partnerships begin at the patrol level and extend to the office of the chief. By empowering patrol officers to cultivate and maintain these partnerships, and with the full support of the command staff, the Department has witnessed a consistent decrease in crime statistics and fostered a supportive community.

One challenge the Department faces is officer turnover, with most cadets leaving during the pre-academy or academy phases. To address this issue, the Department delayed assigning new officers to the grant until they completed in-house pre-academy training and state-required basic academy training. By ensuring candidates successfully complete these two phases, the department significantly improves their likelihood of becoming and remaining employed officers. The Department believed that this approach, by prioritizing candidate success, would better utilize funding resources, avoiding disruptions caused by candidate attrition.

In assessing the program's success, the Department depends on its complaint system, accessible online and via phone, allowing community members to report any

concerns about the program, service, or operations. In addition, the Department collects word-of-mouth feedback from community members. It's noteworthy that (b) (6), a community member, commended the department for their efforts in providing protection during multiple events organized for community members in the Gallatin downtown area. Furthermore, the Department conducts yearly evaluations for officers assigned to the program to assess their performance and engagement with the community in addressing its challenges.

In a subsequent discussion, Mrs. Funmi Okoli, discussed the financial, administrative, and programmatic review of the Department's awards with Chief (b) (6) ; Assistant Chief (b) (6) Captain (b) (6) Assistant Director (b) (6) and Grant Coordinator (b) (6) . During this portion, Mrs. Okoli reviewed the hiring documentation and other relevant financial documentation for the CHP award.

The desk review concluded with an exit interview with aforementioned individuals. A summary of the desk review was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 130 West Franklin Street Gallatin, TN, 37066

Title: Chief of Police
Phone: (615) 452-1313
Fax: (615) 206-9110
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 130 West Franklin Street Gallatin, TN, 37066

Title: Mayor
Phone: (615) 451-5961
Fax: (615) 451-5934
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title:
Phone: (615) 452-1313

Site Visit Contact 2
Name: (b) (6)

Title:
Phone: (615) 452-1313

Site Visit Contact 3
Name: (b) (6)

Title:
Phone: (615) 452-1313

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	93
Actual Staffing Level from Oldest Hiring Grant Application	87

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	TN08301	**GRANTEE NAME:**	Gallatin Police Department
GRANT:	15JCOPS23GG04984UHPX		
AWARD AMOUNT:	$1,250,003.00		
LOCAL MATCH:	$672,931.69		
SOURCE OF LOCAL MATCH (if applicable):	The source of the local match of $672,930 is the City's general funds.		
START DATE:	2023-10-01	**END DATE:**	2028-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

10	New Hires
0	Rehires – Previously Laid Off
0	Rehires – Scheduled for Layoffs
	Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The department hired seven officers for the program, and they are currently in academy training. They will be assigned to the program upon completion of their training. In the meantime, the department is running the program with local officers funded by local funds until the newly hired officers have successfully completed the academy and can be assigned to the program.

Total Number of COPS Funded Positions:	10	FT	PT
Total Number of COPS Positions Hired:	7	FT	PT
Total Number in academy:	7	FT	PT

Total Number on the Street:	0	FT	PT
Total Number of COPS Funded Positions Vacant:	3	FT	PT
Total Number of Local Vacant Positions	5	FT	PT

Dates Vacant Positions will be Filled: TBD Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See hire and retention worksheet

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The positions will bring additional officers directly into the community, enhancing the ability to engage with individuals in crisis and provide referrals to community partners.

Grant Award Requirements:

CHP Award #15JCOPS-23-GG-04984-UHPX was awarded to the Department in the amount of $1,250,000 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for ten (10) new-hire full-time sworn career law enforcement officers. The CHP award provides funding to law enforcement agencies to hire and/ or rehire career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $672,930. The start date of this award is October 1, 2023, with an end date of September 30, 2028.

Comments:

During the EOBGR, a review was performed of Department's staffing levels, and the hiring dates of the sworn officers hired under the above-referenced grant award program. No salaries or benefits have been paid since the officers are still in training. Mr. Adededji conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. Based on the initial review of these documents, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on the information that was provided prior to the EOBGR, it was determined that the Department was in violation of the nonsupplanting requirement by hiring and assigning five officers to the award before the award start date.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on a review of the Budgeted and Actual Strength Staffing Chart submitted to the COPS Office on March 21, 2024, a compliance issue regarding supplanting by failure to fill local vacancies was identified. It was determined that the Department experienced six (6) vacancies in FY2022; five (5) vacancies in FY2023; and fifteen (15) vacancies in FY2024.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 6/13/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Ricquel Reynolds
Auditor

Subject: Glynn County Board of Commissioners/ GA170ZZ

Date: 5/15/2024 5:40:00 PM

I. Overview of EOBGR

On Wednesday, April 17, 2024, Auditor Ricquel Reynolds conducted a grant monitoring Enhanced Office Based Grant Review (EOBGR) with the Glynn County Police Department ("the Department"). Ms. Reynolds was joined by the following COPS staff: Auditor Funmi Okoli. The purpose of the EOBGR was to assess compliance with the COPS awards regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. During the EOBGR, the following award was reviewed: COPS Hiring Program (CHP) Award #2020UMWX0033.

Ms. Reynolds conducted an entrance interview with the following attendees: Chief (b) (6) Chairman (b) (6) Grants Coordinator (b) (6) Public Safety Grants Officer (b) (6) . During this initial portion of the EOBGR, Ms. Reynolds provided a brief history of the COPS Office, explained the purpose and overview of the desk review, and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Reynolds discussed the Department's community policing efforts in relation to the COPS CHP award. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The discussion was focused on community policing efforts, organizational transformation, and the proactive engagement strategies employed by Glynn County Police Department. Highlighted throughout the discussion was several key areas: management and leadership adaptation, community relations, problem-solving initiatives, the pivotal role of data analysis, resource allocation, and the department's systemic approach towards technological adaptation and information sharing.

The Chief of Police (b) (6) emphasized the importance of having officers in the same geographic area to build a strong organizational structure and problem-solving aspect. He believes that by getting the community's perspective on issues, they can have buy-in and suggest solutions. This approach involves not just talking to the community but also asking them about the issues and challenges in their area. This has been achieved through various means such as Neighborhood Watch, enabling camera systems through community efforts, and social media.

The Chief is a proponent of collecting information and reallocating resources to engage with the community from both the top down and the bottom up. This includes not just officers going out and meeting with the public, but also with the Chief of Police, commanders, sergeants, and detectives. The departments approach to reallocation of resources is crucial for the department's success.

One of the challenges faced by the department is the turnover at the top, with at least three different people in the Chiefs position in the last three years. This has been challenging for the department, however since Chief (b) (6) appointment in 2020, the department has been doing a good job engaging the community and building trust.

In terms of information systems, Chief (b) (6) is data-driven and believes that there is always a better way to be more efficient in gathering information and having officers understand. With four different shifts, communication between each shift and criminal investigations is essential. The Chief has made it possible for officers to share information with their respective shifts, ensuring that everyone is on the same page.

A data-driven analytics system is in place, with a former officer who was hired as an analyst. This analyst uses the departments current databases, such as CAD system and RMS system, and reports from other agencies, including the jail system. This information can be used to identify individuals involved in criminal activity, which is crucial for the organization's efforts to address the transient gang problem in Southeast Georgia.

For resource allocation, the Chief partners with local organizations and government agencies, such as the city, college police, school police, sheriff's office, and federal government. They interact with these agencies on a weekly basis, providing feedback on their neighborhoods and improving communication with the public. The federal law enforcement training center in Brunswick, GA, which houses one of the largest federal training facilities in the country, is particularly beneficial as it provides valuable feedback from the community.

The department has been focusing on continuous improvement and evaluation through allocating funds for program evaluation, performance measurement tools, and dissemination of best practices. The department has created a culture where new officers are encouraged to critique their work and take feedback from the community, whether it's an open line of communication or a structured town hall.

The department has a dedicated victim service advocate who works with the department and the district attorney's office to help victims understand their situation. This relationship is crucial as not every victim feels comfortable speaking about their experiences, so they build rapport with the advocates and others they have worked with before. As the department grows, the department plans to expand this partnership, as more victim advocates allow more time to spend with each victim to explain the system they are involved in.

One area where the department is building on its neighborhood watch programs is by actively participating in them and providing resources to help manage and structure meetings. Officers are present at meetings to help structure meetings and help victims understand what they can do. Additionally, the department has invited commissioners, community members, interns, and students interested in law enforcement to participate in ride-alongs with the community.

Another area where the department has grown its partnerships is through the introduction of a new intern program that is specifically for the Glynn County Police Department. This program is funded by the police department's budget and is designed to provide valuable support and resources to the community.

The establishment of crisis intervention teams has been beneficial for the department as it provides officers with the necessary tools and training to handle crises effectively. Officers feel relieved when they see the SWAT team and their specialized resources, which can be communicated through special phones, loudspeakers, or other equipment that regular officers may not have at their disposal. This allows them to understand when they need to call the crisis intervention team and have their supervisors call them in.

Bilingual officers are also part of the crisis intervention team, which is important because it allows the department to communicate with the community and address any issues that may arise. The department has incentivized hiring new bilingual officers to address this need early on.

New officers are trained how to recognize and understand that this is not a normal situation and that they are dealing with someone in crisis. They can ask for what they need at that time and know what they are dealing with. This training helps new officers understand what they are dealing with and better handle the situation. These trainings are essential for engaging the community and problem-solving, especially when dealing with people in crisis situations such as mental illness or addiction. De-escalation training is particularly important for dealing with a large population of people who may be experiencing mental health issues or addiction.

The department's crisis intervention teams have proven to be highly effective in dealing with various types of crises. The training provided by officers and the support of the community have allowed them to better handle situations and provide support to those in crisis. The department is committed to expanding its efforts in community policing and ensuring that all individuals involved in these efforts are well-informed and engaged in their communities.

Community policing forums are another important aspect of the department's efforts. Social media is the main platform used for these forums, but the department also has a good relationship with local news groups, such as Brunswick News and Brunswick News Radio. They send information and advertise on their platforms to ensure community involvement and input. These platforms help to keep the community informed about events and ensure that they are aware of the efforts being made.

Community engagement events and initiatives are regularly conducted, with the speaker emphasizing the importance of keeping the same officers in the same areas whenever possible. This familiarity with the community helps build trust and connection between the organization and the community.

In a subsequent discussion, Mrs. Funmi Okoli, discussed the financial, administrative, and programmatic review of the Department's awards with Chief (b) (6), Grants Coordinator (b) (6), and Public Safety Grants Officer (b) (6). During this portion, Mrs. Okoli reviewed the hiring documentation and award expenditures incurred for the officers assigned to the CHP award.

The desk review concluded with an exit interview with aforementioned individuals. A summary of the desk review was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 1725 Reynolds Street Brunswick, GA, 31520

Title: Chief
Phone: (912) 554-7860
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 1725 Reynolds Street Brunswick, GA, 31520

Title: Chairman
Phone: (912) 554-7100
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Grants Coordinator
Phone: (912) 554-7133

Site Visit Contact 2
Name: (b) (6)

Title: Chairman
Phone: (912) 261-1045

Site Visit Contact 3
Name: (b) (6)

Title: Chief
Phone: (912) 554-7111

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	127
Actual Staffing Level from Oldest Hiring Grant Application	114

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	GA170ZZ	**GRANTEE NAME:**	Glynn County Board of Commissioners
GRANT:	2020UMWX0033		
AWARD AMOUNT:	$1,402,620.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

8 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☑ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☑ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department deployed eight (8) newly hired sworn officers that have addressed the problem area of assault through extensive crime data analysis, data collection, cross-agency partnerships, and resource sharing. The Department has increased its police officers in its patrol unit by eight (8) for patrol officers to work more closely with the Department's Crime Victim Liaison to assist victims of crimes in the community.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	8	FT	PT
Total Number of COPS Positions Hired:	8	FT	PT
Total Number in academy:		FT	PT

Total Number on the Street:	8	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions		FT	PT
Dates Vacant Positions will be Filled:		Date	

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☑ No

Date(s) of hire:

Please see attached hire and retention worksheet attached. The Personnel/Hire documentation provided by the Department states that Officer Steven Sarti was hired on January 3, 2023, and was locally-funded at the time of hire. The Dates of Hiring and Termination, Background Investigation, and DD -214 Worksheet provided by your Department states that the officer was assigned to the CHP award on June 18, 2023.

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☑ No

Primary activities of COPS-funded positions and/or redeployed officers:

COPS-funded officers spend time interacting with community members to establish trust and rapport. This involves attending community relations events, conducting informal conversations with residents, and fostering positive, respectful engagements during routine calls for service.These officers work collaboratively with community members to identify and address issues affecting public safety and quality of life. Officers engage in proactive crime prevention by conducting routine preventative neighborhood patrols based on crime statistics.

Grant Award Requirements:

CHP Award #2020UMWX0033 was awarded to the Department in the amount of $1,402,620.00 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for eight (8) new-hire full-time sworn career law enforcement officers. The CHP award provides funding to law enforcement agencies to hire and/ or rehire career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The start date of this award is July 1, 2020, with an end date of June 30, 2024.

Comments:

During the EOBGR, Auditor Ricquel Reynolds conducted a review of the Department's budgeted and actual staffing levels, hiring of the sworn officer positions and the salaries and fringe benefits incurred.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Chart, a compliance issue for supplanting by reduction in force was identified. The Department experienced a reduction in force by one (1) position in FY2024.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Chart, a compliance issue for supplanting for failure to fill local vacancies; 19 vacancies in FY2020; 16 vacancies in FY2021; 25 vacancies in FY2022; 37 vacancies in FY2023; and 51 vacancies in FY2024.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was also reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Personnel/Hire documentation and Dates of Hiring and Termination, Background Investigation, and DD -214 Worksheet provided by the Department, the COPS Office identified two (2) officers that were hired January 3, 2023, and February 6, 2023, and were not assigned to the CHP award until June 18, 2023.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly

Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the award payment history, quarterly federal financial reports, and the Department's financial documentation, to include detailed budgetary spreadsheets, a compliance issue for unallowable costs was identified. The Department made a drawn down from the award funds in excess of the amount approved on the FCM.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 5/15/2024.

Supervisor Approval:

Marcia Jackson

(b) (6)

(b) (6)

To: Grant Monitoring File

From: Funmi Okoli
Auditor

Subject: Greensboro, City of/ NC04102

Date: 4/18/2024 3:57:00 PM

I. Overview of Site Visit

On Monday, April 8, 2024, Auditor Funmi Okoli conducted a grant monitoring site visit with the City of Greensboro Police Department ("the Department").

The purpose of the site visit was to assess compliance with the COPS award regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following award was reviewed: COPS Technology & Equipment (TEP) Award #15JCOPS-22-GG-01516-TECP.

Mrs. Okoli conducted an entrance interview with the following attendees: Public Safety Information Technology (PSIT) Manager (b) (6) , PSIT Supervisor (b) (6) , Budget Manager (b) (6) , Grant Analyst (b) (6) , Admin Fiscal Manager (b) (6) , and National Public Safety Group CEO (b) (6) .

During this initial portion of the site visit, Mrs. Okoli provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Okoli discussed the Department's community policing efforts particularly in relationship to the COPS grant award. During this portion of the site visit, Mrs. Okoli was provided with supporting documentation detailing the community policing initiatives that focuses on reducing crimes and building community trust through positive interactions and communication.

The City of Greensboro Police Department's current Computer Aided Dispatch (CAD) system was developed in 1990, some part of the system is no longer supported by Microsoft which makes repairing the system difficult. On September 2022, the Department submitted a request for funding to the North Carolina Representative (b) (6) to purchase new a CAD system for the Department's 911 call center to ultimately ensure public safety. The CAD system is a combination of hardware and software that provides data entry, resource recommendations, notifies and tracks assigned resources before, during, and after 911 calls. The system creates records of all 911 calls and status changes for later analysis, and works in conjunction with records management systems, mobile data terminals, and numerous other external programs, to provide first responders and 911 dispatchers the most up-to-date tools to utilize in serving citizens.

When a 911 call is placed, the CAD system is designed to compile a host of essential information for the dispatch and responding units, and with the integrated mapping systems, the CAD system allows 911 dispatchers know the location of a caller. If a caller is unable to speak or is unaware of their location, CAD software utilizes a mapping feature that is vital in determining where response is required. The new CAD system is more accurate and six (6) other agencies including the Fire Department will utilize the information from the new CAD system.

To prevent violence in the communities in Greensboro, the Department created a Violence Crime Response Team that responds to violence and attends to high-risk offenders around the community.

The Greensboro Police Department (GPD) supports and protects students and schools by assigning twenty (20) dedicated School Resource Officers (SROs) that supports schools around in the city of Greensboro. The SROs receives various trainings including Crime Intervention Training (CIT) and behavioral trainings before they are assigned to schools. The SROs are permanently assigned to schools allowing them to create long-term relationships with both the school authorities and students. They provide mentorship to kids.

The Department supports the city of Greensboro and creates programs that supports the kids in the community. The Safety Town Program was created to teach kids safety in the community while walking and riding bicycles. The program allows kids spend one week with the officers to learn safety while riding bicycles and walking, including road signs and road crossing safety.

To better support families and kids in the community, the Department conducts back-to-school programs and provides backpacks and school supplies to kids before they return to school in the fall. GPD partners with Walmart and Mount Zion Baptist Church to provide free haircuts and hairdos for kids.

To provide prompt response to calls of car accident victims, the Department created an Accident Response Team that responds to calls relating to car accidents. The response team is made up of non-sworn civilian employees of the Department and they respond to calls from accident scenes. The team responds in the Department's vehicles and issue accident reports to citizens. The team has been able to respond to accident victims within minutes which has reduced the wait time of citizens involved in accidents.

To better respond to crime in the community, the Department created Real-Time Crime Monitoring Center that comprises of both sworn and non-sworn employees of the Department. The monitoring center access the Department's cameras situated in the hotspot areas of Greensboro to provide prompt assistance and follow and locate suspicious vehicles, individuals, and gangs. Various individual homeowners, businesses, residential buildings have provided the team access

to their cameras for surveillance and to obtain evidence after incidents.

GPD partners with the Mental Health Hospital in the City to assist citizens with mental health challenges. The Department works with the mental health hospital when the Department's officers identified citizens with mental health problems. The patients are referred to caregiver and follows up with the patients to ensure they are receiving needed care.

To be more accessible to the community, the Department started Community and Neighborhood-Oriented Policing. Under the program, two (2) of the Department's officers attends Neighborhood Association Meetings to obtain information on problems and issues in the communities. The officers communicate the problems identified in the meetings to Department and provide assistance to solve the problems.

To better serve the community, the Department uses Zencity; a data analysis system that identifies the general themes and specific locations of issues in the community from data and analysis feeds. The system allows community members identify what they perceive as problems that should be addressed urgently. The system analyzes the feeds and identify problems with the highest percentage of response as the most urgent. The analysis help the Department know what to address that would satisfy the community.
To better interact and relate with the community, GPD organizes community events and provides food and drinks to encourage citizens to attend and share the problems in the community with the officers. Community members attends the events, and the Department has been providing support and assistance both youths and adults.

In a subsequent discussion, Mrs. Okoli, discussed the administrative, programmatic, and financial review of the awards. Award expenditures relating to the TEP award was reviewed with the attendees.

Following this portion, PBIT Manager (b) (6) , and PBIT supervisor (b) (6) took Mrs. Okoli on a tour of the Department. We visited the training centers, gym, and the 911 call center of the Department. (b) (6) explained the current CAD system and how 911 calls are dispatched to various units and discussed the limitations of the system. We discussed the benefits of the new CAD system to the community and the Department that includes increasing the Department's response time in providing resources to callers.

The new CAD system will perform better data analysis and allow the response team to utilize the data from the system to map where incidents are occurring. The system will also allow text messages of videos, location, and incidents to 911 which will be transmitted to other systems used by the Department including handheld radios of dispatch officers. It will determine available resources based on GPS of the officers allow for better flow of information and quicker response to call for services.

The site visit was concluded with an exit interview with the attendees. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 320 Federal Place Greensboro, NC, 27401

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 320 Federal Place Greensboro, NC, 27401

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name: (b) (6)

Title: (b) (6)
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title:
Phone:

Site Visit Contact 2
Name: (b) (6)

Title:
Phone: (336) 373-2352

Site Visit Contact 3
Name: (b) (6)

Title:
Phone: (336) 373-2350

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	NC04102	**GRANTEE NAME:**	Greensboro, City of
GRANT:	15JCOPS22GG01516TECP		
AWARD AMOUNT:	$3,000,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):	N/A		
START DATE:	2022-03-15	**END DATE:**	2024-03-31

Grant Award Requirements:

TEP Award #15JCOPS-22-GG-01466-TECP was awarded to the Greensboro Police Department in the amount of $3,00,000 in federal funds over a two-year (24-month) award-funding period for
projects that improve police effectiveness and the flow of information among law enforcement agencies, local government service providers, and the communities. There is no local match requirement for the award. The start date of this award is March 15, 2022, with an end date of March 31, 2024.

Comments:

During the monitoring Site visit, a review was performed of Department's invoices, purchase orders, and receipts in connection with the cost and expenditures relating to the above-referenced grant award program. Ms. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or

embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - During the visit, it was determined that the City of Greensboro Police Department did not provide the following requested documentation required to assess for compliance: 1. Proof of payment for expenditures under the award. 2. Copy of the general ledger to account for the award expenditures. 3. Copy of the Request for Proposal (RFP) for the CAD Equipment 4. Copy of each contract for the CAD Equipment. 5. Financial Expenditure Tracking Worksheet detailing the invoice number, Purchase order number, and check number of each check issued for payment.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 4/18/24.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Anne Beamon
Grant Management Specialist

Subject: GREENSBORO, CITY OF/ AL165ZZ

Date: 5/29/2024 2:27:00 PM

I. Overview of EOBGR

On May 8, 2024, Grant Management Specialist Anne Beamon and Lead Grant Program specialist Melissa Harrington conducted an Enhanced Office Based Grant Review (EOBGR) with the City of Greensboro. The purposes of the EOBGR were to access compliance with the COPS grants award regulations, terms, and conditions; review the Department's community policing efforts; and to provide customer service.

During the EOBGR, the following COPS grant award was reviewed: COPS Hiring Program Award (CHP) CHP Award #15JCOPS-21-GG-03472-UHPX. Ms. Beamon conducted an entrance interview with Chief (b) (6), City Clerk (b) (6), and Sergeant (b) (6). During this initial portion of the EOBGR, Ms. Beamon provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Beamon discussed the Department's community policing efforts, particularly in relationship to the COPS grant award. During this portion of the EOBGR, Ms. Beamon was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP grant award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

In a subsequent discussion, Mrs. Harrington discussed with the Department the financial, administrative, and programmatic review of the Department's CHP grant award. During the discussion, Mrs. Harrington reviewed the Department's names and hire dates for the award-funded officers under the 2021 CHP award and expenditure reports listing the salaries and fringe expenditures related to the expenditures incurred under the award.

At the time of the CHP grant award application, the Department indicated the focus area was addressing gang related violence and drugs as their top priority. Chief (b) (6) stated that the COPS grant has increased the presence of sworn officers. The Chief's moto is if you see something, say something. It has raised the visibility among the citizens. With the help of the COPS Grant, the Department indicated they are able to carry out many projects and programs that have positively impacted the lives of the people who live here. For example, The COPS grant has made it possible to deploy more police resources to underserved neighborhoods and high-crime areas to improve visibility and presence. (b) (6) indicated this proactive strategy has aided in reducing criminal activity, speed up emergency response times, and gave locals a sense of security.

Regarding organizational transformation: Chief (b) (6) stated that the department have added school resource officers, and the Department has fostered relationships with the businesses in the community, Chief (b) (6) indicated the grant has caused an increase police presence in businesses, schools, and communities are more comfortable with the police. Relationships are being developed and community policing is being developed within the city. There is a strong interaction with the police and the community.
To better serve and understand Greensboro various populations, officers get training in cultural competency and sensitivity. Officers are better trained and have also received community policing training. The Chief indicated the City use to have a shooting once a day, but now with the COPS grant, the officers are in the areas with the big crime problems, and they have either deterred or slowed down the crimes.

Regarding problem solving: the community works with the police to identify problems. The officers are visual in the areas that have been identified as problems / high crime areas. The Department indicated officers are intentional on where they are placed, where there are break ins, drugs, and traffic problems. The Department does identify crime trends and target the specific areas. The Department indicated there is strong visibility and when officers make a routine traffic stop, it can sometimes deter drug crime.

The Department has indicated partnerships with numerous agencies: The Department indicated they collaborate with other public safety agencies to address systemic issues affecting Greensboro, such as illegal weapons, drug trafficking, and gang and gun violence. The Department is working with community organizations, neighborhood watch committees, and doing a lot of meets and greets. The Department indicated citizens are vocal and let the police know where to focus their attention. Officers go to the areas the citizens are concerned about and there appears to be less criminal activity now in certain areas and even at the schools. The Department indicated the citizens are working together with the police. Officers attend a lot of neighborhood meetings and are present at least once to twice a week for meet and greets. The 3 cops funded officers have a variety of duties, include one is a liaison with the schools, one is assigned to work on increased criminal activity, and the other one is assigned to businesses. The Department indicated the officer's reaction times have improved as a result of their deliberate relocation. The Department indicated officers can respond to service requests, investigate crimes, and detain suspects more rapidly when they are stationed closer to high-crime areas. The Chief indicated because of this, it improves public safety by stopping additional criminal activity.

In a subsequent discussion, Mrs. Harrington discussed the financial, administrative, and programmatic review of the Department's CHP award. Under the CHP award, Mrs. Harrington reviewed the Department's salaries, fringe expenditures and other financial related documentation related to the expenditures incurred under the award. Mrs. Harrington reviewed the names and hire dates for the award-funded officers under the 2021 CHP award and expenditure reports listing the salaries and fringe expenditures.

The EOBGR concluded with an exit interview with Chief (b) (6) A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 1101 MAIN STREET GREENSBORO, AL, 36744

Title:
Phone: 346248119
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 1101 MAIN STREET GREENSBORO, AL, 36744

Title:
Phone: 346248119
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: CITY CLERK/TREASURER
Phone: (334) 624-8119

Site Visit Contact 2
Name: (b) (6)

Title: SGT
Phone: (334) 624-8119

Site Visit Contact 3
Name: (b) (6)

Title: CHIEF
Phone: (334) 624-8119

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	9
Actual Staffing Level from Oldest Hiring Grant Application	9

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	AL165ZZ	**GRANTEE NAME:**	GREENSBORO, CITY OF
GRANT:	15JCOPS21GG03472UHPX		
AWARD AMOUNT:	$562,043.00		
LOCAL MATCH:	$187,347.91		
SOURCE OF LOCAL MATCH (if applicable):	General funds and the local match requirement is $187,348.		
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

5 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☑ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The presence of the COPS officers has decreased the identified problems in the community.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Gangs violence and drugs

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Gun Violence

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The presence of the COPS officer has decreased the identified problem in the community.

Total Number of COPS Funded Positions:	5	FT	PT
Total Number of COPS Positions Hired:	3	FT	PT

Total Number in academy:		FT	PT
Total Number on the Street:	3	FT	PT
Total Number of COPS Funded Positions Vacant:	2	FT	PT
Total Number of Local Vacant Positions	3	FT	PT

Dates Vacant Positions will be Filled: TBD Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

"See attached hire and retention worksheet"

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The City of Greensboro has numerous parks in the area, and the Greensboro Police Department is responsible for patrolling the City of Greensboro. We have multiple events like festivals, baseball, basketball, skateboarding, etc. The officers also have been involved and assigned to different neighborhoods throughout the city for community and school events.

OFFICER (b) (6) IS THE LAISON WITH THE SCHOOLS. OFFICER (b) (6) IS ASSIGNED TO HIGH CRIMINAL AREAS, OFFICER (b) (6) IS ASSIGNED TO BUSINESS

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03472-UHPX was awarded to the City of Greensboro in the amount of $562,043 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for five (5) new-hire full-time sworn career law enforcement officers. The start date of this award is October 1, 2021, with an end date of September 30, 2026.

Comments:

During the EOBGR, a review was conducted of the City of Greensboro Police Department staffing levels, salary and fringe benefits payments and the hire dates with the sworn staff hired under the above referenced award program. Grant Management Specialist (b) (6) conducted a 3.0 Community Policing Review as part of the community review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by local vacancies were identified. Based upon a review of the submitted Budgeted and Actual Strength Staffing Chart document, the Department confirmed they made an error with the budgeted sworn force number. The budgeted sworn force is 9 and using that number against the actual sworn force, the Department experienced two (2) local vacancies in FY 2020, one (1) local vacancy in FY 2021, two (2) local vacancies in FY 2022, three (3) local vacancies in FY 2023, and three (3) local vacancies in FY 2024.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as "Other" in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the EOBGR, it was discussed that the Department indicated in its grant award application its commitment to hiring one (1) post 9/11 military veteran. Although the hiring of post 9/11 military veterans as new hires is not an award requirement, applicants who commit to hiring or rehiring at least one (1) military veteran receives additional consideration for CHP funding. As explained in the grant award application, the Department is required to maintain documentation that it made every effort possible (consistent with your internal procedures and policies) to hire at least one (1) post 9/11 military veteran. It was requested that the Department provide supporting documentation demonstrating their efforts to hire post-9/11 vets. Documentation can include interview schedules (with proof of the military status of the applicant(s); vacancy announcements that indicates military preference, etc.

Comments:

Comment 1:
Approved by Marcia Jackson 5/29/24.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Latoya Pickett-Bell
Management Analyst

Subject: Guam Police Department/ GM00101

Date: 6/3/2024 3:55:00 PM

I. Overview of Site Visit

On Monday, April 8, 2024, Management Analyst LaToya Pickett-Bell conducted a grant monitoring site visit with the Guam Police Department ("the Department").

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following awards were reviewed: CHP Awards #15JCOPS-21-GG-03529-UHPX, #15JCOPS-22-GG-03415-UHPX, and d#15JCOPS-23-GG-04977-UHPX, FY 23 Law Enforcement Agency De-Escalation CPD Award #15JCOPS-23-GG-02558-PPSE and FY 23 Microgrants CPD Award #15JCOPS-23-GG-01993-PPSE.

Mrs. Pickett-Bell conducted an entrance interview with the following attendees: Program Coordinator (b) (6) ; Administrative Services Officer (b) (6) (b) (6) Grant Manager (b) (6) ; Sargeant john (b) (6) ; Sergeant (b) (6) Program Coordinator (b) (6) ; Personnel Officer (b) (6) (b) (6) Bureau Chief (b) (6) Operations Chief (b) (6) ; Chief of Police (b) (6) ; Officer (b) (6) ; and Sergeant (b) (6)

During this initial portion of the site visit, Mrs. Pickett-Bell provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Pickett-Bell discussed the Department's community policing and crime reduction efforts specifically addressing how they are building legitimacy and trust within the community.

The Island of Guam is 35 miles long and 5 miles wide with roughly 165K residents not including military personnel, which is roughly an additional 5K residents. The island has 19 villages/municipalities. Prior to the COVID pandemic, Guam accounted for over 1 million tourists; however, post-COVID they're estimating only 400K visitors yearly. The source of revenue for the island is tourism and the military.

The biggest problem impacting Guam is the trafficking of methamphetamine from the West Coast and Mexico. Moreover, Guam has a large population of homelessness, many of whom are implants from nearby Asian countries. They have correlated theft and loitering being associated with homelessness.

In explaining their recruitment process, they explicated that when applicants apply, they must undergo a physical exam, psychological evaluation, agility and written tests, all of which takes roughly a year. For the first six (6) months, it is solely book/classroom instruction and for the other six (6) months, they are paired with their field training officer (FTO). Once fully trained, they're assigned to patrol in the Neighborhood Patrol Division District I. The Department indicated that recruitment and retention has been difficult due to officers either being demoted or resigning. Specifically, officers are resigning from the Department and going to work for the military. The military's hourly rate is $26.00 while their department can only afford to pay $14 per hour, which is contributing to the retention issues. As an example, during their recent hiring event, they received 247 applicants, yet only 60 showed up.

The Department further explained that all officers are required to immerse themselves into the community and villages and within marginalized communities. Further, officers provide pamphlets to community members on common issues such as how to properly secure vehicles. The Community Affairs Office is responsible for overseeing community programs such as neighborhood watch. Each community village has a WhatsApp community page that is supported by the Department. Through this effort, they can receive helpful information and tips on crime or nuisance issues.

Some events that all officers participate in are the Special Olympics run and the annual Liberation Day parade that occurs every July 21. Notably, the parade has occurred every year since 1924 and welcomes approximately 20K participants.

To engage the youth, the agency has a youth engagement program called ProjectYou. ProjectYou has three (3) areas of focus which are community engagement, enforcement, and education. They conduct several events throughout the year such as the Fade Away from Violence Kickball Challenge. They also host a 2-month summer camp annually for thirty (30) children. The purpose of the summer camp is to focus on at-risk youth such as those who have issues with truancy, vaping, and drug usage. The Department also sponsors a 2-week winter program. Furthermore, they have one (1) officer who is DARE trained and one (1) additional officer that is scheduled to complete training in July 2024.

In speaking on the organizational changes, the Department explained that it will be creating a recruitment division in the coming months. Also, in 2027, the marine base will be fully operational and they're estimating that it will bring in an additional 5k veterans. As such, the Department is trying to increase its manpower to provide critical services to its four (4) precincts.

In a subsequent discussion, Mrs. Pickett-Bell, discussed the financial, administrative, and programmatic review of the Department's awards with the aforementioned individuals. At the time of the visit, Mrs. Pickett-Bell reviewed the hiring documentation and award expenditures incurred under the 2020 and

2021 CHP awards. At the time of the visit, the Department had not begun implementing the following awards: 15JCOPS-23-GG-04977-UHPX, FY 23 Law Enforcement Agency De-Escalation CPD Award #15JCOPS-23-GG-02558-PPSE and FY 23 Microgrants - CPD Award #15JCOPS-23-GG-01993-PPSE.

Following this discussion, Sergeant (b) (6) took Mrs. Pickett-Bell on a ride along through the community. As part of the ride along, Sergeant (b) (6) took Mrs. Pickett-Bell to their police academy and precincts, where she met with several officers.

The site visit concluded with an exit interview with aforementioned individuals. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: P.O. Box 23909 Tiyan, GU, 96913

Title:
Phone:
Fax: (671) 472-9704
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: P.O. Box 23909 Tiyan, GU, 96913

Title:
Phone: 6.71473e+009
Fax: (671) 472-9704
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title:
Phone: (b) (6)
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Program Coordinator
Phone: (671) 475-8568

Site Visit Contact 2
Name:

Title:
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	269
Actual Staffing Level from Oldest Hiring Grant Application	269

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	GM00101	**GRANTEE NAME:**	Guam Police Department
GRANT:	15JCOPS21GG03529UHPX		
AWARD AMOUNT:	$778,800.00		
LOCAL MATCH:	$184,932.97		
SOURCE OF LOCAL MATCH (if applicable):	Local match is $184,933. General funds		
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

7 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Legitimacy and Trust

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Legitimacy and Trust

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department is focusing on curtailing robberies and burglaries occurring on the island. While they have experienced a significant loss in sworn personnel due to competing neighboring agencies and the military, they are making strides to become a more competitive and mission-focused agency. They are rapidly recruiting and have allocated resources to ensure that they have enough coverage and presence to promote a safer community.

Total Number of COPS Funded Positions:	7	FT	PT
Total Number of COPS Positions Hired:	7	FT	PT

Total Number in academy:		FT	PT
Total Number on the Street:	7	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions	43	FT	PT

Dates Vacant Positions will be Filled: Date
Recruitment is ongoing

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Dates of Hire and Retention Chart

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The Department has made a targeted approach to increase community engagement by deploying officers directly into schools and communities. Further, they participate in community and neighborhood-sponsored events.

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03529-UHPX was awarded to the Department in the amount of $778,800 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for seven (7) new-hire full-time sworn career law enforcement officers. Funding under this program will support three (3) years of officer or deputy salaries within a five-year period of performance to accommodate time needed for recruitment and hiring. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $184,933. The start date of this award is October 1, 2021, with an end date of September 30, 2026.

Comments:

During the site visit, Management Analyst LaToya Pickett-Bell conducted a review of the Department's budgeted and actual staffing levels, hiring of the sworn officer positions, and the salaries and fringe benefits incurred. Mrs. Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, the Department experienced a reduction in force of 78 sworn officer positions in FY 2022 and 32 reductions in FY 2024.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, the Department experienced 60 vacancies in FY 21; 16 in FY 22; and 52 in FY 24.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the site visit, it was determined that the Department was delinquent with its Performance Reports. Specifically, the March 2024 report was delinquent for the 2021 and 2022 CHP awards.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI:	GM00101	**GRANTEE NAME:**	Guam Police Department
GRANT:	15JCOPS22GG03415UHPX		
AWARD AMOUNT:	$2,959,532.00		
LOCAL MATCH:	$719,843.74		
SOURCE OF LOCAL MATCH (if applicable):	$719,843.75 - General Funds		
START DATE:	2022-10-01	**END DATE:**	2027-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

25 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Community Policing Innovation

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Community Policing Innovation

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department is focusing on curtailing robberies and burglaries occurring on the island. While they have experienced a significant loss in sworn personnel due to competing neighboring agencies and the military, they are making strides to become a more competitive and mission-focused agency. They are rapidly recruiting and have allocated resources to ensure that they have enough coverage and presence to promote a safer community.

Total Number of COPS Funded Positions:	25	FT	PT
Total Number of COPS Positions Hired:	25	FT	PT

Total Number in academy:		FT	PT
Total Number on the Street:	25	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions	43	FT	PT

Dates Vacant Positions will be Filled: Date
Recruitment is ongoing.

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Dates of Hire and Retention Chart

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The Department has made a targeted approach to increase community engagement by deploying officers directly into schools and communities. Further, they participate in community and neighborhood-sponsored events.

Grant Award Requirements:

CHP Award #15JCOPS-22-GG-03415-UHPX was awarded to the Department in the amount of $2,959,532 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for twenty-five (25) new-hire full-time sworn career law enforcement officers. Funding under this program will support three (3) years of officer or deputy salaries within a five-year period of performance to accommodate time needed for recruitment and hiring. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $719,843.75. The start date of this award is October 1, 2022, with an end date of September 30, 2027.

Comments:

During the site visit, Management Analyst LaToya Pickett-Bell conducted a review of the Department's budgeted and actual staffing levels, hiring of the sworn officer positions, and the salaries and fringe benefits incurred. Mrs. Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, the Department experienced a reduction in force of 78 sworn officer positions in FY 2022 and 32 reductions in FY 2024.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, the Department experienced 60 vacancies in FY 21; 16 in FY 22; and 52 in FY 24.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the site visit, it was determined that the Department was currently delinquent with its Performance Reports. Specifically, the March 2024 report is delinquent for the 2021 and 2022 CHP awards.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI:	GM00101	**GRANTEE NAME:**	Guam Police Department
GRANT:	15JCOPS23GG04977UHPX		
AWARD AMOUNT:	$2,073,979.00		
LOCAL MATCH:	$424,658.09		
SOURCE OF LOCAL MATCH (if applicable):	$424,656 - General funds		
START DATE:	2023-10-01	**END DATE:**	2028-09-30

Waiver Granted:

☑ Yes ☐ No

☐ Full ☑ Partial

Category of COPS-funded Positions:

25 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Community Policing Innovation

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Community Policing Innovation

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

At the time of the site visit, the Department had not begun implementing this award.

Total Number of COPS Funded Positions:	25	FT	PT
Total Number of COPS Positions Hired:		FT	PT

Total Number in academy:		FT	PT
Total Number on the Street:		FT	PT
Total Number of COPS Funded Positions Vacant:	25	FT	PT
Total Number of Local Vacant Positions	43	FT	PT

Dates Vacant Positions will be Filled: Date
Recruitment is ongoing.

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☐ No

Date(s) of hire:

At the time of the visit, the award had not been implemented.

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Grant Award Requirements:

CHP Award #15JCOPS-23-GG-04977-UHPX was awarded to the Department in the amount of $2,073,969 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for twenty-five (25) new-hire full-time sworn career law enforcement officers. Funding under this program will support three (3) years of officer or deputy salaries within a five-year period of performance to accommodate time needed for recruitment and hiring. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $424,656. The start date of this award is October 1, 2023, with an end date of September 30, 2028.

Comments:

At the time of the site visit, the agency had not begun implementing the award. Mrs. Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, the Department experienced a reduction in force of 78 sworn officer positions in FY 2022 and 32 reductions in FY 2024.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, the Department experienced 60 vacancies in FY 21; 16 in FY 22; and 52 in FY 24.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was

also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	GM00101	**GRANTEE NAME:**	Guam Police Department
GRANT:	15JCOPS23GG01993PPSE		
AWARD AMOUNT:	$172,157.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2023-10-01	**END DATE:**	2024-09-30

Grant Award Requirements:

CPD Award #15JCOPS-23-GG-01993-PPSE was awarded to the Department in the amount of $172,157 in federal funds over a one-year (12-month) award period. CPD funds are used to develop the capacity of law enforcement to implement community policing strategies by providing guidance on promising practices through the development and testing of innovative strategies; building knowledge about effective practices and outcomes; and supporting new, creative approaches to preventing crime and promoting safe communities. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is October 1, 2023, with an end date of September 30, 2024.

Comments:

At the time of the site visit, the Department had not begun implementing this award.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable,

consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	GM00101	**GRANTEE NAME:**	Guam Police Department
GRANT:	15JCOPS23GG02558PPSE		
AWARD AMOUNT:	$241,420.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2023-10-01	**END DATE:**	2025-09-30

Grant Award Requirements:

FY 23 Law Enforcement Agency De-Escalation CPD Award #15JCOPS-23-GG-02558-PPSE was awarded to the Department in the amount of $241,420 in federal funds over a two-year (24-month) award period. CPD funds are used to develop the capacity of law enforcement to implement community policing strategies by providing guidance on promising practices through the development and testing of innovative strategies; building knowledge about effective practices and outcomes; and supporting new, creative approaches to preventing crime and promoting safe communities. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is October 1, 2023, with an end date of September 30, 2025.

Comments:

At the time of the site visit, the Department had not begun implementing this award.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable,

consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia O. Jackson 6/3/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Chanell Jones

Lead Grant Program Specialist

Subject: High Point Police Department/ NC04103

Date: 8/1/2024 2:56:00 PM

I. Overview of EOBGR

On May 1, 2024, Lead Grant Program Specialist, Mrs. Chanell Jones conducted an Enhanced Office-Based Grant Review (EOBGR) with the High Point Police Department ("the Department"). The purpose of the EOBGR was to assess compliance with the COPS grant award regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant was reviewed: COPS Hiring Program (CHP) award number 2020UMWX0125.

At the meeting, Mrs. Jones conducted an entrance interview with Interim Chief of Police (b) (6) Programmatic Point-of-Contact, (b) (6) , Interim Assistant Chief, (b) (6) , and several other staff members. During this initial part of the EOBGR, Mrs. Jones briefly explained the history of the COPS Office as well as the purpose and overview of the EOBGR and confirmed the finalized agenda.

Following opening remarks and introductions, Mrs. Jones discussed with staff the Department's community policing efforts, particularly as they related to the COPS grant award. During this portion of the EOBGR, Mrs. Jones was provided with documentation which demonstrated the Department's community policing efforts. The discussion included information which highlighted the department's community policing efforts that had transpired as a result of receiving the CHP program award. Based on the supporting documentation that was provided and the community policing discussion, the department demonstrated its efforts toward the advancement of community policing.

Specifically, the agency staff described the department's community policing efforts and explained how the grant funded staff allowed the agency to address crime and provide enhanced responses and resources to affected neighborhoods. Staff also explained how crime data and drivers shared by the Investigations Division at the High Point Community Against Violence public monthly meetings covered topics such as violent crimes, gang activity, and gun seizures helped the department impact and improve violent crime in the impacted community.

Along with this discussion staff provided a summary of grant-funded activities and how the COPS award provided seven police officers who were assigned to grow the department's quick reaction team to address immediate crime trends and supplement Patrol Officers (street crimes); a team to focus on ballistic evidence recovered from shooting scenes and follow up on investigations to make charges for gun crimes. The primary activities also included addressing the goals of reducing the number of incidents and improving the response to the problem (i.e., a more comprehensive and coordinated way of dealing with the issue and greater efficiency), all while reducing the demand on current staffing levels affected by the crime trend.

Following this part of the meeting, Mrs. Jones discussed with the meeting attendees, the financial, administrative, and programmatic review of the department's CHP grant award. During the discussion, Mrs. Jones reviewed the salaries and fringe benefits and other relevant financial documentation for the grant award.

The EOBGR concluded with an exit interview with the grant POC, (b) (6) , Interim Chief (b) (6) Interim Assistant Chief Dan (b) (6) and other several other staff. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 1009 Leonard Avenue High Point, NC, 27260

Title: Chief of Police
Phone: (336) 887-7970
Fax: (336) 887-7972
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 1009 Leonard Avenue High Point, NC, 27260

Title: City Manager
Phone: (336) 883-3291
Fax: (336) 883-3052
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title:
Phone (b) (6)
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Interim Chief of Police
Phone: (336) 887-7926

Site Visit Contact 2
Name: (b) (6)

Title:
Phone: (336) 887-7817

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	255
Actual Staffing Level from Oldest Hiring Grant Application	234

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	NC04103	**GRANTEE NAME:**	High Point Police Department
GRANT:	2020UMWX0125		
AWARD AMOUNT:	$875,000.00		
LOCAL MATCH:	$678,179.92		
SOURCE OF LOCAL MATCH (if applicable):	General funds		
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

7	New Hires
0	Rehires – Previously Laid Off
0	Rehires – Scheduled for Layoffs
0	Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☑ Other Violent Crime Problem (please specify):

Youth offender gun violence

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☑ Other Violent Crime Problem (please specify):

Youth offender gun violence

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

During the EOBGR, conducted May 1, 2024, the High Point Police Department demonstrated making progress toward addressing identified problems. Staff explained that the agency has utilized the grant award to create its strategy of Focused Deterrence, or group violence intervention, to address gun-related crime in the department's community. By engaging this strategy staff further explained that it created a balanced partnership between law enforcement and community partners to identify chronic violent offenders and deter them from engaging in future violence. In 2021, with the implementation of the CHP award, the Chief and Executive staff rolled out a new mission statement and operational model because the old one was outdated and needed to be revamped. The department's mission continues to address identified problems by working to make High Point a safer city through community engagement, crime-fighting, best practices and training spearheaded by leadership and employee development. As a result of the department's efforts, they indicated that the violent crime was down for the 3rd year in a row.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

During the EOBGR staff from the department discussed with Mrs. Jones how the grant funded staff allowed the agency to address crime and provide enhanced responses and resources to affected neighborhoods. As a part of the meeting, staff also explained how crime data and drivers shared by the Investigations Division at the High Point Community Against Violence public monthly meetings covered topics such as violent crimes, gang activity, and gun seizures helped the department impact and improve violent crime in the impacted community.

Total Number of COPS Funded Positions:	7	FT	PT
Total Number of COPS Positions Hired:	7	FT	PT
Total Number in academy:		FT	PT
Total Number on the Street:	7	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions	44	FT	PT

Dates Vacant Positions will be Filled: Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☑ No

Date(s) of hire:

See hire and retention worksheet.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Under this award, seven police officers were hired and assigned to grow the department's quick reaction team to address immediate crime trends and supplement Patrol Officers (street crimes); a team to focus on ballistic evidence recovered from shooting scenes and follow up on investigations to make charges for gun crimes. The primary activities also included addressing the goals of reducing the number of incidents and improving he response to the problem (i.e., a more comprehensive and coordinated way of dealing with the issue and greater efficiency), all while reducing the demand on current staffing levels affected by the crime trend.

Grant Award Requirements:

CHP Award #2020UMWX0125 was awarded to the High Point Police Department("the Department") in the amount of $875,000 in federal funds over a three-year (36-month) award-funding period for the approved entry-level salary and fringe benefits for seven (7) new-hire full-time sworn career law enforcement officers. The allowable costs for which the Department's award has been approved are limited to those listed on the Financial Clearance Memo (FCM), which is included in the Department's award package. The local match requirement for this award is $678,180. The start date of this award is July 1, 2020, and the end date is June 30, 2024.

Comments:

During the EOBGR meeting, a review of the Department's staffing levels, salary and fringe benefits payments as well as the hiring dates of the sworn officers hired under the above-referenced grant award program was completed. There were discrepancies discovered based on the dates that were provided for the background investigations of three of the 7 officers hired. This information was not disclosed prior to the EOBGR and the information that was provided in all of the performance reports that were submitted indicated that all officers were hired after the award start date. As previously stated, the agency did not mention, before the EOBGR that the officers were actually employed with the department before the award start date based on the dates of the background investigations. The agency will be required to work to remedy this finding.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. Based on the initial review of these documents, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - When the staff discussed the Dates of Hiring and Termination Worksheet, there were discrepancies discovered based on the dates that were provided for the background investigations of three of the 7 officers hired. (Position #1, 2, and 6 of 7) This information was not disclosed prior to the EOBGR and the information that was provided in all of the performance reports that were submitted indicated that all officers were hired after the award start date. As previously stated, the agency did not mention in documentation that was submitted to the office, before the EOBGR that the officers were actually employed with the department before the award start date based on the dates of the background investigations. The agency will be required to work to remedy this potential compliance issue.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Upon review of the Budgeted and Actual Strength Chart, the agency experienced a reduction in force of 4 positions in FY2023.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Upon review of the Budgeted and Actual Strength Chart, a compliance issue for supplanting by local vacancies was identified. The department experienced several vacancies each year, 21 in 2019, 18 in 2020, 29 in 2021, 31 in 2022 and 44 local vacancies in FY2024. Department stated that they were making a concerted effort to reduce turnover and actively recruit to address local vacancies.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 8/1/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Marcia Jackson
Assistant Director

Subject: Los Angeles, City of/ CA01942

Date: 7/17/2024 8:20:00 AM

I. Overview of Site Visit

On October 17, 2023, Assistant Director Marcia Jackson conducted a site visit with the City of Los Angeles Police Department ("the Department"). The purposes of the site visit were to assess compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts; and to provide customer service and technical assistance. During the site visit, the following COPS grant awards were reviewed: COPS FY21 Hiring Program (CHP) Award #15JCOPS-21-GG-03470-UHPX, FY21 CPD De-Escalation Training Project Awards #15JCOPS-21-GG-02436-SPPS and #15JCOPS-22-GG-04767-PPSE, and FY22 CPD Microgrant Award #15JCOPS-22-GG-04527-PPSE.

Mrs. Jackson conducted an entrance interview with the following attendees: Captain (b) (6) Captain (b) (6) PAII (b) (6) ; Lieutenant (b) (6) Sergeant (b) (6) Sergeant (b) (6) ; Sergeant (b) (6) ; Senior Management Analyst (b) (6) ; Senior Management Analyst (b) (6) Management Analyst (b) (6) ; and Management Analyst (b) (6) During this initial portion of the site visit, Mrs. Jackson provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Jackson discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the site visit, Mrs. Jackson was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the COPS grant awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The community policing discussion started with the Department describing their organizational commitment. The department has always had community policing at the forefront of their policing and serving the community. In 2011, they began rebuilding and establishing trust in the most dangerous public housing areas in Los Angeles. They started with four (4) sites and expanded to ten (10) sites. In 2020, the department started the Community Safety Partnership Bureau (CSPB). The mission of the CSPB is to use community relationship strategies to strengthen trust between law enforcement and the community. The development of long-term relationships, enhanced community capacity, and community partnering lead to decreased crime and improved community perception of safety. Within the ten (10) sites, there are ten (10) officers that serve as community liaisons. An assessment was conducted of the sites which resulted in 46 recommendations. One of the key recommendations was the establishment of Community Safety Advisory Council of Stakeholders. In 2021, the council started meeting monthly to have a broader communication on safety. Strategic plans were created for each of the sites and in 2023, the Site Safety Plans for each of the sites was completed. The plans have several components that focus on safe passage, building capacity, community engagement and wrap around services for the community.

Partnerships has been a tremendous component of the LAPD's community policing strategy. They established a partnership with the Housing Development that funded overtime for officers and established certain programs. The gang reduction program was also an established partnership program through the Mayor's Office.

The discussion continued with the department's efforts in problem solving. The department partnered with a professor at UCLA who spent a year looking at the sites and compared to areas that didn't have sites. They met with community members and conducted interviews. There was not a lot of cohesiveness, and the recommendations were geared to create more cohesiveness across the cites. The neighborhoods were similar to the movie "Training Day". They started with schools and developed relationships with school administration and students. They established youth programs such as Police Activities League (PAL), officers doing foot beats in and around the schools and parks, and victim wellness checks. They also established Citizen's Academies with 90 participants in attendance. CTPED public safety walks were held to address environmental design issues and address quality of life issues as well.

In a subsequent discussion, Mrs. Jackson discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's grant awards. During the discussion, Mrs. Jackson reviewed the salaries and fringe benefits, expenditures, invoices, purchase orders and other relevant financial documentation for each grant award.

After the discussion of the financial review, staff was taken on a tour of the city. The first stop was the 77th Street Vice Unit to observe how the CPD Human Trafficking Microgrant was being utilized. Sgt. Officer in Charge (b) (6) conducted the tour down Figuero Street. Human trafficking and prostitution is responsible for 20% of crime in this jurisdiction. Since COVID, prostitution has increased but the grant award has enabled them to reduce the trafficking considerably.

The second stop was to one of the CSP Neighborhood Engagement Areas (NEAs) called Harvard Park. Staff met with the veteran officers who are deployed to address the crime problems identified in the LAPD's CHP application. The CSP Harvard Park Team works collaboratively with the City of Los Angeles Department of Recreation and Parks, more specifically, the committed staff of the Jackie Tatum Harvard Park Recreation Center, in addition to local residents and community-based partners in the public and private sectors to support a healthy quality of life for all community members. The officers explained that in 2015, there were seven (7) murders in this park alone. Since receiving the COPS CHP award, they began building trust with the community and even with the gangs. The officers have been responsible for cleaning up Harvard Park, which was once a violent, drug, and gang infested area.

The third stop was to the LAPD Training Academy which has been famous and featured in several films particularly the 1984 “Police Academy” movie. At the academy, staff experienced the hands-on training for the CPD De-escalation grant. Staff put on the de-escalation gear and experienced three (3) virtual reality training scenarios that new recruits and tactical officers experience. The simulator involves a motion capture studio in the police academy’s gymnasium, with dozens of cameras and wearable sensors. It was similar to being in a live video game.

At the academy, staff was then taken to LAPD’s Hogans Alley, where additional tactical training is conducted. The officers demonstrated the different drills to include low frequency and high-risk training. In addition to the live training, which is inclusive of the grant, staff was provided a demonstration of the de-escalation training app “D-Lab”, which is a mobile app with resources and tips on de-escalation for officers to reference.

The site visit concluded with an exit interview with SMA (b) (6) , SMA (b) (6) , MA (b) (6) , MA (b) (6) . A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 100 W First St. Los Angeles, CA, 90012

Title:
Phone: 3.10732e+009
Fax: (213) 486-5727
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 100 W First St. Los Angeles, CA, 90012

Title:
Phone: 3.10732e+009
Fax: (213) 978-0750
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title: (b) (6)
Phone
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title:
Phone: (213) 473-5571

Site Visit Contact 2
Name: (b) (6)

Title:
Phone: (213) 486-0393

Site Visit Contact 3
Name: (b) (6)

Title:
Phone: (213) 847-4882

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	CA01942	**GRANTEE NAME:**	Los Angeles, City of
GRANT:	15JCOPS21GG03470UHPX		
AWARD AMOUNT:	$2,500,000.00		
LOCAL MATCH:	$6,980,208.91		
SOURCE OF LOCAL MATCH (if applicable):	General Funds		
START DATE:	2022-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building legitimacy and trust

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building legitimacy and trust

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The LAPD deployed veteran officers to address the problem identified in their grant application. The deployed officers are assigned to the Community Safety Partnership Bureau and have made tremendous progress in building trust within the community by establishing partnerships with community groups.

Total Number of COPS Funded Positions:	20	FT	PT
Total Number of COPS Positions Hired:	20	FT	PT

Total Number in academy:		FT	PT
Total Number on the Street:	19	FT	PT
Total Number of COPS Funded Positions Vacant:	1	FT	PT
Total Number of Local Vacant Positions	322	FT	PT

Dates Vacant Positions will be Filled: ASAP Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Hire and Retention Worksheet.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The LAPD deployed veteran officers to address the problem identified in their grant application. The LAPD deployed veteran officers to address the problem identified in their grant application. The deployed officers are assigned to the Community Safety Partnership Bureau and have made tremendous progress in building trust within the community by establishing partnerships with community groups.

The COPS funded officers are assigned to patrol and perform regular police duties by answering calls for service.

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03470-UHPX was awarded to the Department in the amount of $2,500,000 in federal funds over a three-year (36 month) award funding period for the approved entry-level salary and fringe benefits for twenty (20) new-hire full-time sworn career law enforcement officers. The local cash match requirement for this award is $6,980,209. The allowable costs for which the agency's award has been approved are limited to those listed on the Financial Clearance Memo (FCM), which is included in the agency's award package. The start date of this grant award is October 1, 2021, with an end date of September 30, 2026.

Comments:

During the site visit, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Mrs. Jackson conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on a review of the Budgeted and Actual Strength Chart, the department experienced reductions in force of forty-six (46) positions in FY 2021, two hundred forty-six (246) in FY2022; and one hundred sixty-seven (167) in FY 2023. On November 17, 2023, the department provided documentation explaining the reductions were unrelated to the receipt of COPS funding. Therefore, this compliance issue is resolved.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on a review of the Budgeted and Actual Strength Chart, the department experienced vacancies of three hundred sixty-six (366) in FY2020, four hundred twenty-six (426) positions in FY 2021, four hundred thirty-three (433) in FY2022; and three hundred twenty-two (322) in FY 2023. On November 17, 2023, the department provided documentation explaining their recruitment efforts to actively recruit to fill local vacancies. Therefore, this compliance issue is resolved.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	CA01942	**GRANTEE NAME:**	Los Angeles, City of
GRANT:	15JCOPS21GG02436SPPS		
AWARD AMOUNT:	$200,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

FY21 CPD De-Escalation Training #15JCOPS-21-GG-02436-SPPS was awarded to the Department in the amount of $200,00 in federal funds over a two-year (24 month) award-funding period. The award provides funding to implement the LAPD De-Escalation Lab. There is no local cash match requirement. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is September 1, 2021, with an end date of March 31, 2024.

Comments:

During the site visit, a review was performed of the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award. Mrs. Jackson conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	CA01942	**GRANTEE NAME:**	Los Angeles, City of
GRANT:	15JCOPS22GG04527PPSE		
AWARD AMOUNT:	$175,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

FY22 CPD Microgrant #15JCOPS-22-GG-04527-PPSE was awarded to the Department in the amount of $175,00 in federal funds over a two-year (24 month) award-funding period. The award provides funding to develop and implement an approach to combat Human Trafficking. The allowable costs for which your agency's award has been approved are limited to those listed on the approved budget, which is included in your agency's award package. The start date of this grant award is September 1, 2022, with an end date of February 29, 2024.

Comments:

During the site visit, staff was informed that the grantee had not incurred any expenditures on the grant. The grantee was in the process of awaiting signature from the city on the contract with Journey Out, an organization to assist with the full implementation of the Human trafficking award. The department has begun some of the program aspects and addressing the Hunman Trafficking issues within the city. Mrs. Jackson conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	CA01942	**GRANTEE NAME:**	Los Angeles, City of
GRANT:	15JCOPS22GG04767PPSE		
AWARD AMOUNT:	$250,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-09-01	**END DATE:**	2024-08-31

Grant Award Requirements:

FY22 CPD De-Escalation Training #15JCOPS-22-GG-04767-PPSE was awarded to the Department in the amount of $250,00 in federal funds over a two-year (24 month) award-funding period. The award provides funding to upgrade the De-Escalation and Critical thinking course training technology. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is September 1, 2022, with an end date of August 31, 2024.

Comments:

During the site visit, a review was performed of the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award. Mrs. Jackson conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or

embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Supervisor Approval:

LaToya Pickett-Bell

To: Grant Monitoring File

From:

Ricquel Reynolds, Auditor

Subject: LOUDOUN COUNTY/ VA178ZZ

Date: 2/27/2025 2:00:00 PM

I. Overview of Site Visit

On July 31, 2024, Auditor Ricquel Reynolds, along with Auditor Funmi Okoli, conducted the site visit monitoring review with the Loudoun County Sherriff's Office ("the Department").

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms and conditions; review the Department's community policing efforts; and to provide customer service and technical assistance. During the monitoring review, the following COPS grant awards were reviewed: Technology and Equipment Program (TEP) Award #15JCOPS-22-GG-01547-TECP.

Ms. Reynolds conducted an entrance interview with the following Department personnel: Sherriff (b) (6) Major (b) (6) , Lieutenant (b) (6) Major (b) (6) , and (b) (6) Finance Manager. During this initial portion of the monitoring review, Ms. Reynolds provided a brief history of the COPS Office, explained the purpose and overview of the site visit and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Reynolds discussed the Department's community policing efforts, particularly in relationship to the Technology and Equipment award.

The Sheriff's Office is the largest full-service enforcement agency in Loudoun County, offering a comprehensive view of the entire enforcement process from arrest to prosecution, incarceration, and release. With 910 authorized employees and 697 authorized sworn, the office is divided into six divisions: corrections, courts, administrative and technical services, property evidence, recruitment, hiring, editing, criminal investigations, child safety, operational support, crime prevention, DARE, school resource officers, and summer camps.

The corrections division conducts programming, such as building self-defense programs, policing events, and partnering with the department. The child safety division runs policing events and has a partnership with the department. The operational support division runs various programs, including a special team project, crime prevention section, DARE, and school resource officers.

The Food Operations Division is responsible for being at the base of the community in their area, knowing community groups and organizations, and being responsive to crime trends and community problems. The county is divided into four station areas, with one responsible for each geographic district. Each station has a unique focus on crime trends and community problems.

The overall goal is to provide a better environment for youth to participate in schools and work towards a better future. The department has a strong social media presence across multiple platforms, including Facebook, Instagram, and Nextdoor, which provides citizens with information about crime prevention tips. They have a tech box on the interface with City Protect, allowing citizens to log on and see crime happening in their neighborhood.

Policy training is a key aspect of the organization, requiring deputies to engage in problem-solving to build up the mission. Community resource deputies are assigned to each station area, serving as a network and connection to the community. They work with station commanders to identify long-term problems and build relationships with the community. Deputies are required to receive 40 hours of career development, covering community policing, cultural diversity, and general career interests. Another core training area is crisis intervention training, which has been around for over 40 years. The organization pushed hard in 2012 to start CIT as an agency and certify every deputy in 2014, with about 20% of officers sending them to the organization.

The use of body-worn cameras has also impacted the organizational culture, as it helps employees revise and self-evaluate on issues. The court emphasizes the importance of a community-based philosophy, as the body-worn camera alone cannot solve problems. The court also discusses problem-solving, which involves leveraging technology and body-worn cameras to track crime trends and manage crime trends. The first step in problem-solving is to identify the problem, which can be done from an education and public health perspective. The court also seeks input from the community, examining how they perceive the problem, such as enforcement, traffic relations, or signage.

Crime prevention officers provide self-tethering services to revitalize communities and share information with partners in cases of theft. They often pair bulletins with regional and national partners, allowing for faster sharing of information. The approach involves assigning tasks to different departments, such as detecting low-level property crime and canvassing neighborhoods for evidence. Officers work to identify and address low-level property crime. They have implemented camps for adverse youth, to address this issue.

The Sheriff's Office is committed to training and education in various communities, including internet safety, fraud prevention, and communication improvement. They also engage in faith-based outreach, bringing key insights to wider communities. The Sheriff's Office aims to bridge the gap between the diverse backgrounds of its community members and the law enforcement system in the United States. They participate in community events, ranging from large events

with thousands of people to smaller gatherings with just a few.

The Sheriff's auxiliary unit, volunteers, helps manage events and provides hands-on training in traffic enforcement and traffic direction enforcement. They also organize citizen police scouting, which lasts 11 weeks and involves meeting with different departments to learn about their work and equipment. On average, the Sheriff's Stations host 50 to 100 events a year, focusing on environmental sustainability.

The Sheriff's Office partners with parks, recreation centers, schools, libraries, and elementary schools to engage with communities and break down barriers. They also engage with communities like the Adams Center, Thai Buddhist temples, Sikh temples, and Indian Southeast Asian communities. The department has been partnering with various groups in the DC region for years, including schools and events. They have a pilot of 74 cameras, which are distributed out, ensuring that everyone has access to them. The Sheriff has also purchased 243 cameras.

Community policing has been a focus for the Sheriff, with the Sheriff reaching out to houses of worship to provide training on domestic violence issues, secure communications, and de-escalation training. FEMA has been involved to help share information among the community. De-escalation training is provided by an officer, while the Sheriff's operation support training focuses on development and community de-escalation training.

The Sheriff also has a Spanish translator assigned to one station, who works as a Hispanic outreach liaison. He goes door-to-door to introduce people about law enforcement and their work, discussing federal forms and public health issues. Child Safety Day is a key part of the event, and a self-defense program was started last year. The Sheriff's department also participates in various projects, such as attending fairs and festivals, cleaning up fireworks displays, and engaging with communities. They are constantly seeking new ways to engage with the community and address issues like substance abuse.

The drug gang unit in the area is making large cases regularly, focusing on identifying those involved in distribution and the source of supply. Drug arrests have increased in the last year, with opioids being the hardest issue. The issue is that there are not many treatment providers allowed, and most require insurance, making it harder to get it. The focus is more on public health than law enforcement, and the problem is not based on race or ethnicity. Substance abuse across all ethnic, racial, and economic lines is not based on voter turnout. A spike in overdoses occurred in the juvenile, teenage, and Latin American population in September last year, and the community was not aware of the risks of drug abuse. However, the demographics of overdoses are smaller across broad trends. The training and education provided by the unit includes partial policing, forensic tactics, criminal law, and emergency law operations. The National Center for Policing and Innovation, which was originally the Virginia Center for Policing and Innovation, is used for problem-solving, trust development, constitutional policing, and liability classes.

In a subsequent discussion, Ms. Ricquel Reynolds, discussed the financial, administrative, and programmatic review of the Department's awards with Sherriff (b) (6) , Major (b) (6) , Lieutenant (b) (6) Major (b) (6) and (b) (6) Finance Manager. During this portion, Ms. Reynolds reviewed the hiring documentation and award expenditures incurred for the officers assigned to the CHP award.

Following the discussion, Ms. Reynolds and Mrs. Okoli participated in a community tour with Major (b) (6) visiting numerous community target areas. The community tour included visiting a One Loudoun, where they were able to view the body cameras worn by COPS officers. They were also able to speak with Velocity realty, the community partner, about their engagement with the community to address various issues, collaborating with the sheriff's office to provide support and assistance to community members, and the organizing of community events, such as the Christmas tree lighting, to foster community spirit and engagement.

The site visit concluded with an exit interview with Sherriff (b) (6) Major (b) (6) Lieutenant (b) (6) Major (b) (6) and (b) (6) Finance Manager. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 803 SYCOLIN RD SE LEESBURG, VA, 20175

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 803 SYCOLIN RD SE LEESBURG, VA, 20175

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Sheriff
Phone:

Site Visit Contact 2
Name: (b) (6)

Title: Grants Coordinator
Phone: (571) 258-3996

Site Visit Contact 3
Name: (b) (6)

Title: Budget Specialist
Phone: (571) 258-3073

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	VA178ZZ	**GRANTEE NAME:**	LOUDOUN COUNTY
GRANT:	15JCOPS22GG01547TECP		
AWARD AMOUNT:	$3,588,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-03-15	**END DATE:**	2024-03-31

Grant Award Requirements:

TEP Award #15JCOPS-22-GG-01547-TECP was awarded to the Department in the amount of $3,588,000 in federal funds over a two-year (24-month) award period. The FY 2022 COPS Technology and Equipment Program is an invitational-only grant program designed to develop and acquire effective equipment, technologies, and interoperable communications that assist in responding to and preventing crime. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is March 15, 2022, and the end date was extended to June 30, 2025.

Comments:

Ms. Reynolds conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or

embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia O. Jackson 2/27/2025.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From:

Ricquel Reynolds, Auditor

Subject: MANASSAS PARK, CITY OF/ VA170ZZ

Date: 3/3/2025 7:27:00 AM

I. Overview of Site Visit

On July 30, 2024, Auditor Ricquel Reynolds, along with Auditor Funmi Okoli, conducted the site visit monitoring review with the City of Manassas Park ("the Department").

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms and conditions; review the Department's community policing efforts; and to provide customer service and technical assistance. During the monitoring review, the following COPS grant awards were reviewed: FY 22 School Violence Prevention Program (SVPP) Award # 15JCOPS-22-GG-04336-SCAX, FY 22 Technology and Equipment Program (TEP) Award # 15JCOPS-22-GG-01455-TECP, and FY 21 COPS Hiring Program (CHP) Award # 15JCOPS-21-GG-03512-UHPX.

Ms. Reynolds conducted an entrance interview with the following Department personnel: Chief (b) (6) and Finance Director (b) (6) . During this initial portion of the site visit, Ms. Reynolds provided a brief history of the COPS Office, explained the purpose and overview of the site visit and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Reynolds discussed the Department's community policing efforts in relation to the COPS office awards. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the COPS CHP, SVPP, and TEP awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The Manassas Park Police Department has been working to increase its visibility and presence in high-crime neighborhoods, HOAs, and apartment complexes during a recession. To address recruitment and pay structure issues, the city applied for a grant to increase staff and allow officers to perform foot and bike patrols. Captain (b) (6) suggested the implementation of a liaison officer in the community, which was discussed and received positive feedback. The new program assigns two officers from the COPS grant to mature and engage the community, giving them two years to mature and understand the needs of the community.

The Community Outreach Project (COP) is designed to enhance the partnership between the Manassas Park Police Department and the communities they serve. The goal is to identify and address problems in homeowner's associations and apartment complexes, creating a safer and more secure environment for citizens. The assigned officer or supervisor is responsible for making contact with the community, ensuring they have at least two specific contacts. They are proactively engaging the community by attending homeowner's associations, making phone calls, and having in-person meetings with community leaders. They create a monthly report that is given to the police department by the fifth of each month, documenting the contact, the good things received, specific issues, and progress made.

The city has been actively involved in community-related activities, including DSS, fire department, and city admins. The department SROs support four city schools, building trust with students and benefiting the city. The department is working on a program to teach kids about law enforcement and the community, including twice monthly meetings outside of school hours and a week-long summer program.

The department upgraded security measures in 2022, including installing cameras, reinforcing doors, and panic buttons in safe rooms. On of the installation projects was completed on June 1, 2022. The city also purchased a maintenance service contract with the installation company, providing a one-year warranty for each project.

The MPPD partners with businesses like Atlas Plumbing, Mastercraft, and the Furniture House to provide free food and resources to families in need during national night out events. Crime Solvers, a group of community members who shop with police officers at school-related events and career fairs, has allowed officers to attend these events, and the department collaborates with other organizations like Crime Solvers to organize and support community events during the holiday season.

In a subsequent discussion, Ms. Funmi Okoli discussed the financial, administrative, and programmatic review of the Department's awards with Chief (b) (6) and Finance Director (b) (6) During this portion, Ms. Okoli reviewed the hiring documentation and award expenditures incurred for the officers assigned to the CHP, SVPP, and TEP awards.

Following the discussion, Ms. Reynolds and Ms. Okoli participated in a community tour with Chief (b) (6) visiting numerous community target areas. The community tour included touring the City of Manassas Park, several apartment and residential communities, and shopping centers. The tour also involved touring Signal Bay and Manassas Museum Lawn, where the department hosts numerous events to engage with the community, such as the annual National night out.

The site visit concluded with an exit interview with Chief Lugo and Finance Director Joshua McNeal. A summary of the site visit was discussed, and notification

was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: CITY HALL MANASSAS PARK, VA, 20111

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: CITY HALL MANASSAS PARK, VA, 20111

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Grants Manager / AR
Phone: (703) 330-1579

Site Visit Contact 2
Name (b) (6)

Title: Finance Operations Manager
Phone: (571) 383-8043

Site Visit Contact 3
Name: (b) (6)

Title: Chief of Police
Phone: (703) 335-0665

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	34
Actual Staffing Level from Oldest Hiring Grant Application	25

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	VA170ZZ	**GRANTEE NAME:**	MANASSAS PARK, CITY OF
GRANT:	15JCOPS21GG03512UHPX		
AWARD AMOUNT:	$250,000.00		
LOCAL MATCH:	$207,810.00		
SOURCE OF LOCAL MATCH (if applicable):	The local match requirement is to be paid from general funds.		
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

2 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Legitimacy and Trust

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Building Legitimacy and Trust

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The department deployed two (2) newly hired sworn officers that engage diverse community stakeholders by patrolling on foot and/or bicycle and attending community meetings to discuss the residents' concerns in their communities. Officers also ensure MPPD continues its relationships with local businesses and expands its partnerships with new businesses and community groups.

Total Number of COPS Funded Positions:	2	FT	PT
Total Number of COPS Positions Hired:	2	FT	PT

Total Number in academy:		FT	PT
Total Number on the Street:	2	FT	PT
Total Number of COPS Funded Positions Vacant:	0	FT	PT
Total Number of Local Vacant Positions	2	FT	PT

Dates Vacant Positions will be Filled: TBD Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☑ No

Date(s) of hire:

See attached hire and retention worksheet.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

COPS-funded officers spend time interacting with community members to establish trust and rapport. This involves attending community relations events, conducting informal conversations with residents, and fostering positive, respectful engagements during routine calls for service. These officers work collaboratively with community members to identify and address issues affecting public safety and quality of life. Officers engage in proactive crime prevention by conducting routine preventative neighborhood patrols based on crime statistics.

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03512-UHPX was awarded to the Department in the amount of $250,000. The funding under this project is for the payment of three years (36 months) of approved full-time entry-level salaries and fringe benefits during the five-year (60 months) period of performance for two (2) new-hire full-time sworn career law enforcement officers. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $207,810. The start date of this award is October 1, 2021, with an end date of September 30, 2026.

Comments:

During the site visit, Auditor Ricquel Reynolds and Auditor Funmi Okoli conducted a review of the Department's budgeted and actual staffing levels, hiring of the sworn officer positions and the salaries and fringe benefits incurred. Staff conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by local vacancies was identified. The Department experienced nine (9) local vacancy in FY2020, six (6) vacancies in FY 2021, nine (9) vacancies in FY 2022, five (5) vacancies in FY 2023, and two (2) vacancies in FY 2024.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - The Department failed to provide the requested Community Policing Narrative; updated Budgeted and Actual Strength Chart, and a soft copy of the Dates of Hiring and Termination, Background Investigation, and DD-214 Worksheet.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	VA170ZZ	**GRANTEE NAME:**	MANASSAS PARK, CITY OF
GRANT:	15JCOPS22GG01455TECP		
AWARD AMOUNT:	$447,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-03-15	**END DATE:**	2024-03-31

Grant Award Requirements:

TEP Award #15JCOPS-22-GG-01455-TECP was awarded to the Department in the amount of $447,000 in federal funds over a two-year (24-month) award period. The FY 2022 COPS Technology and Equipment Program is an invitational-only grant program designed to develop and acquire effective equipment, technologies, and interoperable communications that assist in responding to and preventing crime. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is March 15, 2022, with an end date of March 31, 2024.

Comments:

During the site visit, a review was performed of the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award. Ms. Reynolds conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - The Department failed to provide requested Invoices, Purchase Orders, Proof of payment, and Asset Inventory record for the 13 Security and Surveillance Systems that were approved per the Financial Clearance Memo (FCM).

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	VA170ZZ	**GRANTEE NAME:**	MANASSAS PARK, CITY OF
GRANT:	15JCOPS22GG04336SCAX		
AWARD AMOUNT:	$500,000.00		
LOCAL MATCH:	$329,865.00		
SOURCE OF LOCAL MATCH (if applicable):	The local match requirement is to be paid from general funds.		
START DATE:	2022-10-01	**END DATE:**	2025-09-30

Grant Award Requirements:

SVPP Award #15JCOPS-22-GG-04336-SCAX was awarded to the Department in the amount of $500,000 in federal funds over a three-year (36-month) award funding period to improve security at schools and on school grounds within your jurisdiction through evidence-based school safety programs. The allowable costs for which the Department's award has been approved are limited to those listed on the Financial Clearance Memorandum (FCM), which is included in the Department's award package. The local match requirement for this award is $329,865. The start date of this grant award is October 1, 2022, with an end date of September 30,2025.

Comments:

During the site visit, a review was performed of the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award. Ms. Reynolds conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 3/3/2025.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Francisco Bernal
Grants Management Specialist

Subject: MC ALLEN, CITY OF/ TX616ZZ

Date: 4/16/2024 11:41:00 AM

I. Overview of EOBGR

On March 21, 2024, Grants Management Specialist Mr. Francisco Bernal conducted an Enhanced Office Based Grant Review (EOBGR) with the City of Mc Allen ("the Department").
The purposes of the EOBGR were to access compliance with the COPS grant awards regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance.

During the EOBGR, the following COPS grant award was reviewed: COPS Hiring Grant Program Award #15JCOPS-22-GG-03484-UHPX.

Mr. Bernal conducted an entrance interview with the following attendees: Chief (b) (6) , Grant Award Administrator and Compliance Officer (b) (6) , Director of Grant Administration (b) (6) , Accountant (b) (6) , and Assistant Director of Grant Administration (b) (6)

During this initial portion of the EOBGR, Mr. Bernal provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda. After opening remarks and introductions, Mr. Bernal discussed the Department's community policing efforts, particularly in relationship to the COPS grant award. During this portion of the EOBGR, Mr. Bernal was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired after receipt of receiving the COPS-Hire grant award.

The Department requested funding under the COPS-Hiring Award #15JCOPS-22-GG-03484-UHPX to hire fifteen (15) new-hire full-time sworn career law enforcement officers.
The City of Mc Allen Police Department is deeply committed to the principle of Organizational Transformation within the framework of community policing.

The organizational transformation of the City of Mc Allen Police Department begins with integration of community policing principles into their core documents. By embedding these principles in their foundational documents, they signal a clear organizational commitment to the community policing philosophy.

As a border community, the City of McAllen experiences a high prevalence of drug trafficking and resulting criminal activities, such as violence, robberies, and motor vehicle theft. While the geographic international border surrounds McAllen, the result of drug trafficking crime affects every major city in the USA.
The primary activities of COPS-funded officers are uniformed patrol duty and Call-For-Service (CFS) response.

The COPS funded officer engages in routine patrols within the community, actively observing and interacting with residents to establish a visible and approachable law enforcement presence.

The uniformed officers assigned to patrol duties serve the community policing function required to meet their CFS (call for service) demand.

COPS funded officers deployed engage in community policing activities that include uniformed officer patrol assignment attendance and/or crime prevention presentations at neighborhood watch, community meetings, retail, and commercial conferences. Additionally, community policing activities include National Night Out, Citizen's Police Academy, Thanksgiving Meal Giveaway, Christmas for Kids Toy Drive, anti DWI Holiday initiatives, Spring (Easter) Egg Roll, Police Memorial Week Events, and public-school tours and picnics for touring students.

Following that portion of the EOBGR, Mr. Francisco Bernal discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's CHP grant award. During the discussion, Mr. Bernal reviewed the salaries and fringe benefits, and other relevant financial documentation for the grant award.

The EOBGR concluded with an exit interview with the aforementioned attendees. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 1300 HOUSTON AVE MCALLEN, TX, 78501

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 1300 HOUSTON AVE MCALLEN, TX, 78501

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Financial Manager
Phone:

Site Visit Contact 2
Name: (b) (6)

Title: Grant award administrator
Phone:

Site Visit Contact 3
Name: (b) (6)

Title: Mayor
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	TX616ZZ	**GRANTEE NAME:**	MC ALLEN, CITY OF
GRANT:	15JCOPS22GG03484UHPX		
AWARD AMOUNT:	$1,875,000.00		
LOCAL MATCH:	$791,766.00		
SOURCE OF LOCAL MATCH (if applicable):	Local general funds in the amount of $791,766.00		
START DATE:	2022-10-01	**END DATE:**	2027-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

15 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☑ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☑ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Violent Crime in the City of McAllen decreased 2.2% during 2023 when compared to 2022. COPS Officers deployed engage in community policing activities that include uniformed officer patrol assignment attendance and/or crime prevention presentations at neighborhood watch, community meetings, retail, and commercial conferences.

The following reflects the total of violent crime reported in the City of McAllen.
2023 2022 %Change
Aggravated Assault 118 185 - 36.2%
Simple Assault 1,905 1,977 - 3.6%
Intimidation 558 467 19.5%
Murder and Non-Negligent Manslaughter 7 5 40.0%
Negligent Manslaughter 1 6 83.3%
Justifiable Homicide 0 0 0.0%

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	15	FT	PT
Total Number of COPS Positions Hired:	15	FT	PT
Total Number in academy:		FT	PT
Total Number on the Street:	15	FT	PT
Total Number of COPS Funded Positions Vacant:	0	FT	PT
Total Number of Local Vacant Positions	24	FT	PT

Dates Vacant Positions will be Filled: On going Date
process to fill those vacant positions

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☑ No

Date(s) of hire:

All dates of hires of the 15 COPS funded positions are in the document attached (Dates of hire and retention worksheet)

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The primary activities of COPS-funded officers are uniformed patrol duty and Call-For-Service (CFS) response. COPS Uniformed Officers assigned to patrol duties serve the community policing function required to meet their CFS demand. Officers deployed engage in community policing activities that include uniformed officers patrol assignment attendance and/or crime prevention presentations at neighborhood watch, community meetings, retail, and commercial conferences. Additionally, community policing activities include National Night Out, Citizen's Police Academy, Thanksgiving Meal Giveaway, Christmas for Kids Toy Drive, anti DWI Holiday initiatives, Spring (Easter) Egg Roll, Police Memorial Week Events, and public-school tours and picnics for touring students.

Grant Award Requirements:

CHP Award #15JCOPS-22-GG-03484-UHPX was awarded to the Department in the amount of $1,875,000. The funding under this project is for the payment of three years (36 months) of approved full-time entry-level salaries and fringe benefits during the five-year (60 months) period of performance for fifteen (15) new-hire full-time sworn career law enforcement officers. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $791,766. The start date of this award is October 1, 2022, with an end date of September 30, 2027.

Comments:

During the EOBGR, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Mr. Bernal conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by local vacancies was identified. The Department experienced twenty-one (21) local vacancies in FY 2021, twenty-three (23) in FY 2022, thirty-eight (38) in FY 2023 and twenty-four (24) vacancies in FY 2024. On April 1,2024, documentation was provided demonstrating their recruiting efforts to fulfill the local vacancies. This issue has been resolved and remedied.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated

for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 4/16/2024.

Supervisor Approval:

Marcia Jackson

U.S. Department of Justice
Office of Community Oriented Policing Services
COPS
Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: Gerald Moore
Grant Management Specialist

Subject: McKeesport, City of/ PA00213

Date: 4/25/2024 12:56:00 PM

I. Overview of EOBGR

On March 28, 2024, Grant Management Specialist(s) Gerald Moore & Clara Pesiri conducted an Enhanced Office Based Grant Review (EOBGR) with the City of McKeesport. The purposes of the EOBGR were to assess compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant awards were reviewed: COPS Hiring Program (CHP) Award #2020UMWX0171.

Gerald Moore conducted an entrance interview with Chief (b) (6) Steele and (b) (6) During this initial portion of the EOBGR, Gerald Moore provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Gerald Moore discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Gerald Moore was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

During the Community Policing discussion the agency explained how the addition of the 2 officers has increased man power allowing the department to proactively combat the ongoing gang issue in the low income housing communities. Officers have been placed on foot patrols and embedded in the boys and girls club extra curricular activities. By inserting the officer into community mentoring and coaching scenarios they are able to teach the kids better problem solving skills, to work through issues before they escalate. Officers are involved in the K-9 unit, this unit does regular demonstrations at schools, village festivals and several other community events. This unit heads up project life saver, which is a initiative dedicated to finding missing children within the city.

In coordination with the district attorney's office the department has implemented hot spot policing. There has been a downslide in gun violence and overall crime due to the use of focused patrols and existing shot spotter technology.

In a subsequent discussion, Clara Pesiri discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's CHP grant award. During the discussion, Clara Pesiri reviewed the salaries and fringe benefits and other relevant financial documentation for each grant award.

The EOBGR concluded with an exit interview with Chief (b) (6) and (b) (6) A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 201 Lysle Boulevard McKeesport, PA, 15132

Title: Chief of Police
Phone: (412) 675-5050
Fax: (412) 675-5063
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 201 Lysle Boulevard McKeesport, PA, 15132

Title: Mayor
Phone: (412) 675-5020
Fax: (412) 675-5086
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Mayor
Phone: (412) 675-5020

Site Visit Contact 2
Name: (b) (6)

Title: Chief
Phone: (412) 675-5050

Site Visit Contact 3
Name: (b) (6)

Title: Mayor's Assistant
Phone: (412) 675-5020

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	PA00213	**GRANTEE NAME:**	McKeesport, City of
GRANT:	2020UMWX0171		
AWARD AMOUNT:	$250,000.00		
LOCAL MATCH:	$282,969.24		
SOURCE OF LOCAL MATCH (if applicable):	General funds		
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

2 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☑ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☑ No

-Describe the agency's progress toward addressing the identified problems:

The agency has addressed the gang problem with hotspot policing and continued trust building within the community. Officers have been assigned walking beats where they interact with the community members building relations and breaking down the notion that the police cannot be trusted. There has been a decrease in the number of shootings and violent crime in the community thanks to these directed strategies.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Addressed in #16 under the Violent Crime Problem category.

Total Number of COPS Funded Positions:	2	FT		PT
Total Number of COPS Positions Hired:	2	FT	0	PT

Total Number in academy:	0	FT	0	PT
Total Number on the Street:	0	FT	0	PT
Total Number of COPS Funded Positions Vacant:	0	FT	0	PT
Total Number of Local Vacant Positions	1	FT	4	PT

Dates Vacant Positions will be Filled: Agency reported "TBD" Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☑ No

Date(s) of hire:

See hire and retention worksheet. The agency promoted a part-time officer into Position #1 as a fulltime COPS funded officer on January 20, 2022, and for Position #2 assigned an existing officer hired after the award into the COPS funded position on February 2, 2022

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Agency reports officers participated in National Night Out, K-9 Unit demonstrations for school aged children, and increased officer presence in hot spots. Agency also participated in tasks force with neighboring Allegany County officers.

Grant Award Requirements:

CHP Award #2020UMWX0171 was awarded to the city in the amount of $250,000 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for two (2) new-hire full-time sworn career law enforcement officers. The CHP award provides funding to law enforcement agencies to hire and/or rehire career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts. The allowable costs for which the City's award has been approved are limited to those listed on the approved budget, which is included in the City's award package. The local match requirement for this award is $282,969. The start date of this award is July 1, 2020, with an end date of June 30, 2024.

Comments:

During the EOBGR, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Mr. Gerald Moore and Ms. Clara Pesiri conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. In addition, a review of the award recipient's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted, demonstrating that active and timely steps were taken to backfill local vacancies. No compliance issues were identified.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - During the award period the agency failed to submit financial reports.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - During the award period the agency failed to submit any performance reports.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Agency attempted to fill the grant funded positions with officers who were previously hired with local funds. This would have been unallowable if the agency would have drawn down funds. Due to the fact there were no funds drawn down the agency has submitted a letter requesting to withdraw from the award.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as "Other" in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Agency was found in noncompliance due to supplanting by local vacancies. Position 1 was originally hired on May 20, 2020 as a part time officer then hired as a full time officer under the grant on February 20, 2022 creating a vacancy that was never filled. When an officer is moved from part-time to full-time the vacated part-time position must then be simultaneously backfilled with a new part-time officer, to be in compliance with the non-

supplanting requirement, the part-time position must be backfilled with local funds before the recipient pays the full-time position with COPS funds. Positions 2 was an existing hire who was placed on the grant in February of 2022 while the agency had local vacancies. Making both positions supplanting by local vacancies. The agency reported several vacancies and was unable to provide information that supported recruiting efforts. Grant funds were never drawn down therefore a compliance issue was not generated. Agency has submitted a letter requesting to withdraw from the award. Agency will reapply during the next grant solicitation period.

Comments:

Comment 1:
Approved by Marcia Jackson 4/25/2024.

Supervisor Approval:

Marcia Jackson

U.S. Department of Justice
Office of Community Oriented Policing Services

Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: Funmi Okoli
Auditor

Subject: Metropolitan Police Department/ DCMPD00

Date: 7/30/2024 11:17:00 AM

I. Overview of Site Visit

On Tuesday, May 14, and Wednesday, May 15, 2024, Auditor Funmi Okoli conducted a grant monitoring site visit with the District of Columbia Metropolitan Police Department ("the Department").

The purpose of the site visit was to assess compliance with the COPS award regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following awards waere reviewed: COPS Law Enforcement Mental Health Wellness Act (LEMHWA) Awards #15JCOPS-21-GG-02176-SLEM, & 15JCOPS-22-GG-04076-LEMH, Community Policing Development (CPD) Award #15JCOPS-21-GG-02438-SPPS, COPS Hiring Program (CHP) Awards #2020ULWX0027, #15JCOPS-21-GG-03524-UHPX, and #15JCOPS-22-GG-03487-UHPX.

Mrs. Okoli conducted an entrance interview with the following attendees: Grant Manager (b) (6), Grant Specialist (b) (6) Grant Specialist (b) (6) Grant Account (b) (6) Program Coordinator (b) (6) MPD Director (b) (6) MPD Director (b) (6), Training Instructor (b) (6) Training Instructor (b) (6), Lt. (b) (6) Lt. (b) (6) Accounting Officer (b) (6) and Program Manager (b) (6)

During this initial portion of the site visit, Mrs. Okoli provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Okoli discussed the Department's community policing efforts. Mrs. Okoli was provided with supporting documentation detailing community policing initiatives that focuses on reducing gun violence, homicide, robbery, and crime in Washington DC.

At the time of the site visit, the Department had not implemented the awarded LEMHWA grants. Award implementation is pending preliminary approval and vendor selection.
MPD stated that virtual reality de-escalation training was provided to the Department's officers under the CPD de-escalation award. The training includes customized virtual scenarios that incorporates local Washington DC neighborhoods and MPD vehicles, making the training relatable for MPD officers.

The mission of MPD is to safeguard and protect Washington DC, its residents, and visitors, reduce crime and the fear of crime in the community. Over the years, violent crime and gun violence has been on the increase in Washington DC. In 2023, a total of 273 DC residents lost their lives through gun violence, and robbery and theft were on the increase. The Department applied for the CHP awards to hire officers that will perform community policing activities, and interact with the community, thereby combating gun violence and crimes in the city. The goal of the MPD is to tactically remove illegal guns from the streets without disrupting people and the community.

With the awarded hiring grants, MPD has hired a total of 64 sworn officers of the 75 positions awarded. The grant funded officers perform community policing activities, patrol, citizen interaction and engagement, and participates in community events. To adequately combat the robbery, theft and carjackings frequently reported by business owners and people in the city, MPD created Robbery and Suppression Unit (RSU) to combat the issue. The Department deployed officers to patrol businesses and neighborhoods affected by robbery and theft to create awareness.

To better serve the community, MPD's Community Policing Unit provides safety information in pamphlets on topics that includes guarding against robbery, protecting vehicle, and burglary prevention. The pamphlets are distributed by the officers during community events and at the Department's pop-up tent. The pamphlets provide information on maintaining safety in homes, vehicles, and businesses.

To become more accessible to the community, MPD created the Reserve Officer Program that is dedicated to community-oriented volunteers. The volunteers are individuals in the community that are given full law enforcement training, and they serve on patrol functions and various unit of the MPD including high visibility and traffic enforcement duties.

MPD created an internship program for young adults in the community. The program allows citizens to intern with the Department. While in the program, interns participate in community engagements and work with the officers during investigation to reduce crime. MPD created various outreach programs that increases the Department's community outreach and engagement with the community. The programs include Community Engagement Strategy Program, Community Outreach Program, Youth Expedition Program that allows youth, young adults and adults to interact and work with the officers. Officers interacting with citizens provides an opportunity for citizens to build trust in the officers and eventually provides information and evidence on crime location and individuals.

To better serve the young adults in the city, MPD created the Cadet Corps Program that gives 17- to 24-year-old residents the opportunity to serve as uniformed, civilian employees. Participants receive salaries while taking college courses and they have the advantage of entering the Department's Police Officer Recruit Program. The high school version of the program is the Cadet Corps High School Program which allows high school seniors to work part-time with the

Department while completing their senior year of high school. The programs keep youth from the streets, and allow the officers become role models.

MPD partners with residents and businesses through its camera connect program. The camera sharing program gives residents, business owners and other institutions a way to help police solve crime through video footage. Homeowners and businesses can register their cameras with MPD, and the feed can be accessed and used by the Department.

Following this portion, Officer (b) (6) and Officer (b) (6) took Mrs. Okoli on a community tour. MPD jurisdiction is divided into 7 districts, both officers on the tour are assigned to district 1 and we visited the district. All 7 districts within the Department have their outreach programs that focusses on community engagements. We visited district 1 pop-up tent located in an area with repeat robbery and illegal activities. At the pop-up tent, the officers provided safety pamphlets to people, created awareness, and inform people of the Department's programs and resources.

Officer (b) (6) stated that the hotspot area of DC includes Chinatown, H St. NE, Navy yard, Sports arenas, stadiums, and night clubs, and the officers supports the community by providing security and other help needed and requested by the community and businesses. The Department patrols public housing neighborhoods to deter repeat offenders and ensure safety.

The officers stated that they work and partner with Faith Based organizations on events by providing police presence and interacting with citizens on safety and available resources. The officers also work with the organizations to distribute gifts especially during Halloween and the Christmas season. The DC Police Foundation funds popcorn, inflatables, cookouts, winter wonderland and other events that are for outreach to the community.

There are 23 schools in district 1, officer (b) (6) stated that they support the schools by reading books to the kids, partnering with SROs and they have talk time with them under the Real Talk Initiative program with the goal of connecting with the kids. During summer camps programs, the officers take kids fishing, organizes boat rides, and K9 demos.

The officers support Recreation Centers to interact with kids. They partner with DC Central Kitchen to provide food for families and individuals in need, they perform water rescue, help with traffic flows at the arenas, participates in book give away events at the library, work with businesses on safety around their building. They perform youth and family engagement, and other activities that support the community and its residents.

On Wednesday, May 15, 2024, Mrs. Okoli, met with Grant Manager (b) (6) Grant Specialist (b) (6) Grant Specialist (b) (6) OCFO Budget Officer (b) (6) , OCFO Fiscal Officer (b) (6) , and Accounting Officer (b) (6) to conduct the financial, administrative, and programmatic review of the Department's CPD and CHP awards. During the discussion, Mrs. Okoli reviewed the names, hire, and backfill dates for the grant-funded officer positions including the expenditures under the CPD award. In addition, a review of the drawdowns, as well as relevant financial documentation to ensure expenditures were allowable and in accordance with the approved grant award.

The site visit concluded with an exit interview with the aforementioned attendees. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 300 Indiana Avenue, NW Washington, DC, 20001

Title: Chief of Police
Phone: (202) 727-4218
Fax: (202) 727-9729
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 300 Indiana Avenue, NW Washington, DC, 20001

Title: Mayor
Phone: (202) 727-6300
Fax: (202) 727-9878
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Chief of Police
Phone:

Site Visit Contact 2
Name: Special Assistant (b) (6)

Title:
Phone: (202) 727-4218

Site Visit Contact 3
Name: (b) (6)

Title:
Phone: (202) 727-0216

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	3875
Actual Staffing Level from Oldest Hiring Grant Application	3799

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	DCMPD00	**GRANTEE NAME:**	Metropolitan Police Department
GRANT:	15JCOPS21GG03524UHPX		
AWARD AMOUNT:	$3,125,000.00		
LOCAL MATCH:	$3,576,799.77		
SOURCE OF LOCAL MATCH (if applicable):	General Funds and the local match requirement is $3,576,800.		
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

25 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

MPD launched an expansion in the Third and Fourth Districts of a hot spots policing effort that allow MPD focus attention on small areas – approximately four-square blocks – with a high density of non-domestic violence and sounds of gun shots. The focused and active police presence in the neighborhoods helps to both drive down crime and reduce the community fear of crime.

MPD is working to create greater safety by focusing on the problem areas that have been identified by the communities themselves. This approach combines both enforcement and the infusion of resources to resolve issues, as well as engagement with stakeholders.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions: 25 FT PT

Total Number of COPS Positions Hired:	25	FT	PT
Total Number in academy:		FT	PT
Total Number on the Street:	24	FT	PT
Total Number of COPS Funded Positions Vacant:	1	FT	PT
Total Number of Local Vacant Positions	15	FT	PT

Dates Vacant Positions will be Filled: Ongoing Date
monthly hire

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Dates of Hire & Retention Form

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

MPD has hired the 25 officers awarded by the COPS Office. The officers are currently assigned to Districts 1 to 7 to patrol the streets and perform community policing activity including building relationship with the citizens, working with businesses, patrol, citizen interaction and engagement, and participates in community events.

The officers support Recreation Centers to interact with kids. They partner with DC Central Kitchen to provide food for families and individuals in need, they perform water rescue, help with traffic flows at the arenas, participates in book give away events at the library, work with businesses on safety around their building. They perform youth and family engagement, and other activities that support the community and its residents.

MPD officers interacts with citizens and provides opportunity for citizens to build trust in the officers and eventually provides information and evidence on crime location and individuals.

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03524-UHPX was awarded to the District of Columbia Metropolitan Police Department in the amount of $3,125,000 in federal funds over a three-year (36-month) award-funding period for the approved entry-level salary and fringe benefits for twenty-five (25) new hire full time sworn career law enforcement officers. The start date of the award is October 1, 2021, and the end date is September 30, 2026. There is a local match requirement of $3,576,800 under the award.

Comments:

During the monitoring site visit, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on the review of the Department's Budgeted and Actual Strength Chart provided, it was determined that the Department experienced Reduction in Force by two-hundred and ninety-eight (298) positions in FY2021, forty (44) in FY2022 and two-hundred and fifty-four (254) in FY2023. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on the review of the Department's Budgeted and Actual Strength Chart provided, it was determined that the Department experienced local vacancies of Seventy-six (76) vacant positions in FY2020, seventy-three (73) in FY2022, and fifteen (15) vacant positions in the current year. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was also reviewed to determine if any local funds were

allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Supplanting by Budget: In reviewing the Department's Dates of Hire and Retention, DD-214 and Background Investigation Worksheet, and personnel hiring forms for officers hired and assigned to the award, the following officers were deemed locally funded and subsequently placed to backfill award-funded position: Officer (b) (6) and (b) (6) . A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - The Department failed to provide the following documentation required to assess for compliance: 1. Personnel Action Forms for officers assigned to position 2, 4, 14, 21, 22 & position 25. 2. Updated Dates of Hire and Termination, Background Investigation and DD-214 worksheet showing positions terminated and backfill officers. 3. Form DD-214 – Certificate of Release/Discharge from Active Duty for the Veteran officers indicated as post-911 officers/veteran officers under the award. The Department indicated that it would hire 5 veteran officers in the award application.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI:	DCMPD00	**GRANTEE NAME:**	Metropolitan Police Department
GRANT:	15JCOPS22GG03487UHPX		
AWARD AMOUNT:	$3,125,000.00		
LOCAL MATCH:	$3,576,799.72		
SOURCE OF LOCAL MATCH (if applicable):	General Funds and the local match requirement is $3,576,800.		
START DATE:	2022-10-01	**END DATE:**	2027-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

25 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

MPD launched an expansion in the Third and Fourth Districts of a hot spots policing effort that allow MPD focus attention on small areas – approximately four-square blocks – with a high density of non-domestic violence and sounds of gun shots. The focused and active police presence in the neighborhoods helps to both drive down crime and reduce the community fear of crime.

MPD is working to create greater safety by focusing on the problem areas that have been identified by the communities themselves. This approach combines both enforcement and the infusion of resources to resolve issues, as well as engagement with stakeholders.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions: 25 FT PT

Total Number of COPS Positions Hired:	14	FT	PT
Total Number in academy:		FT	PT
Total Number on the Street:	14	FT	PT
Total Number of COPS Funded Positions Vacant:	11	FT	PT
Total Number of Local Vacant Positions	15	FT	PT

Dates Vacant Positions will be Filled: Ongoing Date
monthly hire

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached dates of Hire & Retention form

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

MPD has hired the 25 officers awarded by the COPS Office. The officers are currently assigned to Districts 1 to 7 to patrol the streets and perform community policing activity including building relationship with the citizens, working with businesses, patrol, citizen interaction and engagement, and participates in community events.

The officers support Recreation Centers to interact with kids. They partner with DC Central Kitchen to provide food for families and individuals in need, they perform water rescue, help with traffic flows at the arenas, participates in book give away events at the library, work with businesses on safety around their building. They perform youth and family engagement, and other activities that support the community and its residents.

MPD officers interacts with citizens and provides opportunity for citizens to build trust in the officers and eventually provides information and evidence on crime location and individuals.

Grant Award Requirements:

CHP Award #15JCOPS-22-GG-03487-UHPX was awarded to the District of Columbia Metropolitan Police Department in the amount of $3,125,000 in federal funds over a three-year/36-month award funding period for the approved entry-level salary and fringe benefits for twenty-five (25) new-hire full-time sworn career law enforcement officer. The start date of this grant award is October 1, 2022, and the end date is September 30, 2027.

Comments:

During the site visit, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on the Budgeted and Actual staffing chart provided and reviewed during the site visit, it was determined the Department experienced reduction in force by two-hundred and ninety-eight (298) positions in FY2021, forty (44) in FY2022 and two-hundred and fifty-four (254) in FY2023. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on the Budgeted and Actual staffing chart provided and reviewed during the site visit, it was determined the Department experienced local vacancies of Seventy-six (76) vacancies in FY2020, seventy-three (73) in FY2022, and fifteen (15) vacant positions in the current year. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was also reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue

will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Supplanting by Budget: In reviewing the Department's Dates of Hire and Retention, DD-214 and Background Investigation Worksheet, and personnel hiring forms for officers hired and assigned to the award, the following officers were deemed locally funded and subsequently placed to backfill award-funded position: Officer Reginald Ray and Monegro Martin. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - During the monitoring review, it was determined that the Department did not provide the following documentation required to make compliance determination: 1. Personnel Action Forms for All the officers assigned to the award. 2. Dates of Hire and Termination, Background Investigation and DD-214 worksheet for officers hired under the award including terminated and backfill officers. 3. Personnel Action Forms that include hire date and position title for officers for all officers hired under the award. 4. Form DD-214 – Certificate of Release/Discharge from Active Duty for the Veteran officers indicated as post-911 officers/veteran officers under the award. The Department indicated that it would hire 5 veteran officers in the award application. A compliance issue will be created in the Issue Resolution Module.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI:	DCMPD00	**GRANTEE NAME:**	Metropolitan Police Department
GRANT:	2020ULWX0027		
AWARD AMOUNT:	$3,125,000.00		
LOCAL MATCH:	$3,576,799.85		
SOURCE OF LOCAL MATCH (if applicable):	General Funds		
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

25 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

MPD launched an expansion in the Third and Fourth Districts of a hot spots policing effort that allow MPD focus attention on small areas – approximately four-square blocks – with a high density of non-domestic violence and sounds of gun shots. The focused and active police presence in the neighborhoods helps to both drive down crime and reduce the community fear of crime.

MPD is working to create greater safety by focusing on the problem areas that have been identified by the communities themselves. This approach combines both enforcement and the infusion of resources to resolve issues, as well as engagement with stakeholders.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions: 25 FT PT

Total Number of COPS Positions Hired:	25	FT	PT
Total Number in academy:		FT	PT
Total Number on the Street:	24	FT	PT
Total Number of COPS Funded Positions Vacant:	1	FT	PT
Total Number of Local Vacant Positions	15	FT	PT

Dates Vacant Positions will be Filled: Ongoing Date
monthly hire

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☐ No

Date(s) of hire:

See the attached Dates of Hire and Retention Form

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

MPD has hired the 25 officers awarded by the COPS Office. The officers are currently assigned to Districts 1 to 7 to patrol the streets and perform community policing activity including building relationship with the citizens, working with businesses, patrol, citizen interaction and engagement, and participates in community events.

The officers support Recreation Centers to interact with kids. They partner with DC Central Kitchen to provide food for families and individuals in need, they perform water rescue, help with traffic flows at the arenas, participates in book give away events at the library, work with businesses on safety around their building. They perform youth and family engagement, and other activities that support the community and its residents.

MPD officers interacts with citizens and provides opportunity for citizens to build trust in the officers and eventually provides information and evidence on crime location and individuals.

Grant Award Requirements:

CHP Award #2020ULWX0027 was awarded to the District of Columbia Metropolitan Police Department in the amount of $3,125,000.00 in federal funds over a three-year/36-month award funding period for the approved entry-level salary and fringe benefits for twenty-five (25) new-hire full-time sworn career law enforcement officer. The start date of this grant award is July 1, 2020, and the end date is June 30, 2025.

Comments:

During the monitoring site visit, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on the Budgeted and Actual staffing chart provided and reviewed during the site visit, it was determined the Department experienced reduction in force by two-hundred and ninety-eight (298) positions in FY2021, forty (44) in FY2022 and two-hundred and fifty-four (254) in FY2023. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on the Budgeted and Actual staffing chart provided and reviewed during the site visit, it was determined the Department experienced local vacancies experienced and measures taken to backfill them during the following fiscal years: Seventy-six (76) vacancies in FY2020, seventy-three (73) in FY2022, and fifteen (15) vacant positions in the current year. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was also reviewed to determine if any local funds were

allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Supplanting by Budget: In reviewing the Department's Dates of Hire and Retention, DD-214 and Background Investigation Worksheet, and personnel hiring forms for officers hired and assigned to the award, Officer (b) (6) was deemed locally funded by the Department and subsequently placed in an award-funded position. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - During the monitoring review, it was determined that the Department did not provide the following documentation required to make compliance determination: 1. Personnel Action Forms that include hire date and position title for officers assigned to position 2 – position 22; total of 21 officers. 2. Updated Dates of Hire and Termination, Background Investigation and DD-214 worksheet showing positions terminated and backfill officers. 3. Personnel Action Forms that include hire date and position title for officers for backfill officers 4. Form DD-214 – Certificate of Release/Discharge from Active Duty for the Veteran officers indicated as post-911 officers/veteran officers under the award. The Department indicated that it would hire 5 veteran officers in the award application. A compliance issue will be created in the Issue Resolution Module.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	DCMPD00	**GRANTEE NAME:**	Metropolitan Police Department
GRANT:	15JCOPS21GG02176SLEM		
AWARD AMOUNT:	$124,915.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):	N/A		
START DATE:	2021-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

LEMHWA Award #15JCOPS-21-GG-02176-SLEM was awarded to the District of Columbia Metropolitan Police Department in the amount of $198,127 in federal funds over a two-year/24-month award funding period to develop a comprehensive peer support program. The start date of this grant award is September 1, 2021, and the end date was extended to August 31, 2025.

Comments:

During the monitoring site visit, a review was performed of Department's purchases and expenditure under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable,

consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	DCMPD00	**GRANTEE NAME:**	Metropolitan Police Department
GRANT:	15JCOPS21GG02438SPPS		
AWARD AMOUNT:	$198,249.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):	N/A		
START DATE:	2021-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

CPD Award #15JCOPS-21-GG-02438-SPPS was awarded to the District of Columbia Metropolitan Police Department in the amount of $198,127 in federal funds over a two-year/24-month award funding period to provide innovative training needed to de-escalate. The start date of this grant award is September 1, 2021, and the end date was extended to August 31, 2024.

Comments:

During the monitoring site visit, a review was performed of Department's purchases and expenditures under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable,

consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	DCMPD00	**GRANTEE NAME:**	Metropolitan Police Department
GRANT:	15JCOPS22GG04076LEMH		
AWARD AMOUNT:	$174,200.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):	N/A		
START DATE:	2022-09-01	**END DATE:**	2024-08-31

Grant Award Requirements:

LEMHWA Award #15JCOPS-22-GG-04076-LEMH was awarded to the District of Columbia Metropolitan Police Department in the amount of $174,200 in federal funds over a two-year/24-month award funding period to provide funding for establishing a Retirement Transition Program that will support members before they retire and connect them with resources to ensure a successful transition out of MPD. The start date of this grant award is September 1, 2022, and the end date was extended to August 31, 2025.

Comments:

During the monitoring site visit, a review was performed of Department's purchases and expenditures under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

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Unsupported Costs

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Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

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Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 7/30/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Warren Brooks
Auditor

Subject: Mobile Police Department/ AL00201

Date: 5/15/2024 4:05:00 PM

I. Overview of EOBGR

On March 12, 2024, Auditor Warren Brooks and Management Analyst LaToya Picket-Bell conducted an Enhanced Office Based Grant Review (EOBGR) with the Mobile Police Department ("the Department").

The purpose of the EOBGR was to assess compliance with the COPS award regulations, terms and conditions; review the Department's community policing efforts; and to provide customer service and technical assistance. During the EOBGR, the following COPS grant award was reviewed: COPS Hiring Program (CHP) Award #2020ULWX0012.

Mr. Brooks conducted an entrance interview with Chief (b) (6) , Grants Compliance Manager (b) (6) , Grants Developer (b) (6) , Deputy Comptroller (b) (6) , and Accountant (b) (6) . During this initial portion of the EOBGR, Mr. Brooks provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda.

After opening remarks and introductions, Mr. Brooks discussed the Department's community policing efforts, particularly their initiatives to combat gun violence. Chief Prine was appointed as Chief of Police in the 3rd quarter of 2021. At the time of his hiring, the City of Mobile experienced 51 homicides in 2021. Under Chief Prine's leadership, the Department's strategic planning was to adopt the crime strategy model, community engagement, and addressing the attrition problems.

In addressing their issues of gun violence, the Department's philosophy is to deal with the compliance, deterrence, detection and preventative measures. The Operation Echo Stop is an initiative that focuses on preventing gun violence before it ever occurs. Along with Operation Echo Stop, the Department uses ShotSpotter, which detects when shots are fired and in response, officers are dispatched and search for shell casings to aid in their investigation.In response to gun incidents, door hangers are placed on homes as a way to alert the community to call or scan the QR code in order to send an anonymous tip. Since implementation, there has been a decrease in the number of incidents. This effort is led by Commander (b) (6) of the Intelligence Command Unit.

In 2022, the Department collaborated with AltaPointe to improve responses to mental health situations and strengthen intervention. The AltaPointe Co-Response Program (grant-based) allows the Department to train officers and equip them with what they need to know if they encounter someone with mental health issues. Rather than arrest someone, the person in crisis can receive treatment voluntarily. Additionally, the Department hired a youth violence coordinator to engage with the public and local schools. The Department offers counseling, financial assistance, mental health testing and screening.

The Department's organizational structure experienced a shift since the hiring of Chief (b) (6) . Specifically, Chief (b) (6) is the first chief to ever address the culture within the Department. Majority of the voting block are minorities. The strategic plan addresses fairness and equity and affords staff in the Department to "level up" in their careers. Thirty percent (30%) of promotions include qualified minorities and females. The Department believes it is vitally important on how the command team looks to the City of Mobile community.

The Department discussed its Second Chance or Else Program, known as SCORE. This is a collaborative effort with the U.S. Attorney's Office to build safer communities. This is a one-year mentoring program that allows non-violent drug dealers a pathway to obtaining their GED, gainful employment, and a life away from crime and the streets. Also, Project Thrive is another initiative aimed at closing the gap with victims of violent crimes and improving community safety. The initiative offers counseling for those persons affected by violent crimes. The Department hires private citizens at hospitals to counsel victims and get them the resources needed. Furthermore, with the Citizens Academy, community members are invited to submit applications to get an up close and personal view of what police officers do and how the Department functions and operates. Classes meet once a week for the 14-week program. There are approximately 30-35 citizens participating at any given time completing the training. The academy allows exposure to all aspects of the Mobile Police Department. At the end of the academy, citizens graduate and earn a certificate. This program focuses on building trust between the Department and the community. The Department advertises its Academy via social media for awareness. Moreover, Mayor Stimpson's office assists the Department with promoting the Academy as well.

In elaborating on their partnerships with stakeholders, local community member (b) (6) joined the discussion to speak on (b) (6) perspective of the Department's involvement with the community. (b) (6) provided insightful feedback and spoke highly of the Operation Echo Stop and Project Thrive initiatives. (b) (6) appreciated the Department for providing resource officers in the local schools and wished there were more officers available so that they would not have to split time between the various schools.

(b) (6) was familiar with the Department's podcast which provides the community with information on how the Department operates. (b) (6) indicated that she is very pleased with the Department's Citizens Academy. She believes this is a preventative resource and finds it helpful to know and understand safety protocols. (b) (6) stressed the importance of the community seeing officers they know, and respect (ex. Officer (b) (6)) and (b) (6) thinks it would be beneficial to see more officers that grew up in the Mobile community. Further, this may help with attrition. Chief (b) (6) shared that there is a Cadet Program where there are

eight (8) positions paying $15/hour. The program takes participants at 18 years of age, rotating them throughout the Department to work in various roles to give them exposure to the Department. Cadets would then be able to, at 20 years old, enroll into the police academy to become officers.

In a subsequent discussion, Mrs. Pickett-Bell, discussed the financial, administrative, and programmatic review of the Department's award with Deputy Comptroller (b) (6) , Grants Compliance Manager (b) (6) , Grants Developer (b) (6) . During this portion, Mrs. Pickett-Bell reviewed the hiring documentation and award expenditures incurred for the officers assigned to the CHP award.

The desk review concluded with an exit interview with aforementioned individuals. A summary of the desk review was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 2460 Government Boulevard Mobile, AL, 36606

Title: Chief of Police
Phone: (251) 208-1701
Fax: (251) 208-1903
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 2460 Government Boulevard Mobile, AL, 36606

Title: Mayor
Phone: (251) 208-7395
Fax: (251) 208-7548
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title: (b) (6)
Phone
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Grants Developer
Phone: (251) 208-6853

Site Visit Contact 2
Name: (b) (6)

Title: Chief
Phone: (251) 208-7219

Site Visit Contact 3
Name: (b) (6)

Title:
Phone: (334) 208-1879

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	506
Actual Staffing Level from Oldest Hiring Grant Application	482

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	AL00201	**GRANTEE NAME:**	Mobile Police Department
GRANT:	2020ULWX0012		
AWARD AMOUNT:	$1,766,082.00		
LOCAL MATCH:	$588,693.03		
SOURCE OF LOCAL MATCH (if applicable):	General Funds		
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

15 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department is addressing the issue of gun violence through several initiatives centered around community policing and engagement, including Project THRIVE, Bridging the Gap, as well as Operation Echo Stop.

Project THRIVE works to close the gap with victims of gun violence by improving community safety. The Department collaborates with schools and hospitals, demonstrating a willingness to engage the community to build trust and help reduce the gun violence problem.

In 2015, the Bridging the Gap program was started and primarily targets ninth-grade students and allows them to participate in scenario-based training. This training gives them a perspective on the challenges law enforcement officers face on a daily basis. This, in turn, helps to build a mutual understanding and respect between the community and police.

With Operation Echo Stop, gun violence and crime preventative measures are in place to alert the Department when shots are fired in the community. The Department would answer service calls, search for shell casings, and use door hangers to encourage community involvement by anonymously providing tips and leads to the Department. This helps to keep their communities safer and reduce gun violence and crimes.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	15	FT	PT
Total Number of COPS Positions Hired:	15	FT	PT
Total Number in academy:		FT	PT
Total Number on the Street:	15	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions	32	FT	PT

Dates Vacant Positions will be Filled: 11-01-24 Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☑ No

Date(s) of hire:

See attached Dates of Hire Form

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The COPS funded officers are assigned to enhance the Department's community policing plan of addressing gun violence crimes and improve its public safety response.

Grant Award Requirements:

CHP Award #2020ULWX0012 was awarded to the Department in the amount of $1,766,082 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for fifteen (15) new-hire full-time sworn career law enforcement officers. The CHP award provides funding to law enforcement agencies to hire and/or rehire career law enforcement officers to increase their community policing capacity and crime prevention efforts. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $588,693. The start date of this award is July 1, 2020, and the end date was extended to June 30, 2024.

Comments:

During the EOBGR, Management Analyst LaToya Pickett-Bell conducted a review of the Department's budgeted and actual staffing levels, hiring of the sworn officer positions and the salaries and fringe benefits incurred. Auditor Warren Brooks conducted a Community Policing Review as part of the community review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by reduction in force was identified. According to the Budgeted and Actual Strength Staffing Chart that was provided, the Department experienced fifteen (15) reductions in force in FY 2021 and three (3) reductions in FY 2022.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, we identified a compliance issue for supplanting by local vacancies. The Department experienced twenty-two (22) local vacancies in FY 2019, eleven (11) in FY 2020, forty-three (43) in FY 2021, sixty-six (66) in FY 2022, fifty-eight (58) in FY 2023, and thirty-two (32) in FY 2024.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was also reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on the initial review of these

documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon the information provided, we determined that the Department assigned ineligible officers to the award. At the time of the desk review, a financial review was conducted of the award payment history, quarterly federal financial reports, and the Department's financial documentation, to include detailed budgetary spreadsheets. Based upon the review of documentation provided, there was a compliance issue for unallowable costs identified in the amount of $461,650.70. Based upon a review of the Dates of Hire, Retention, and Termination Chart and reported financial expenditures that was provided, we determined that the Department assigned eleven (11) ineligible officers to the award. Additionally, in reviewing the personnel hiring documentation, it further supported that the identified officers were hired and locally-funded prior to being assigned to the award. Per the financial analysis of the tracking spreadsheets provided outlining the salaries and fringe benefits paid to the officers assigned to the award, it was determined that the Department charged $461,650.70 against the award for the ineligible officers.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the desk review, a financial review was conducted of the Department's award payment history, quarterly federal financial reports, and detailed budgetary spreadsheets. Based upon a review of the documentation provided, a compliance issue for excess cash on hand was identified in the amount of $65.93. The excess cash was a result of the Department draw down of $1,764,629.81 from the federal share of the award. The Department provided financials accounting for $1,764,563.88 in expenditures, resulting in excess cash in the amount of $65.93 ($1,764,629.81 - $1,764,563.88 = $65.93).

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Supervisor Approval:

LaToya Pickett-Bell

To: Grant Monitoring File

From: Warren Brooks
Auditor

Subject: MOUNT MORRIS CNSOLIDATED SCHOOLS/ MI257ZZ

Date: 11/20/2024 11:20:00 AM

I. Overview of Site Visit

On September 25, 2024, Auditor Warren Brooks, along with Assistant Director Marcia Jackson, conducted the site visit monitoring review with the Mount Morris School District ("the Department").

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms and conditions; review the Department's community policing efforts; and to provide customer service and technical assistance. During the monitoring review, the following COPS grant awards were reviewed: School Violence Prevention Program (SVPP) Awards: #15JCOPS-22-GG-04128-SSIX and #15JCOPS-23-GG-04546-SSIX.

Mr. Brooks conducted an entrance interview with the following Department personnel: Superintendent (b) (6) Assistant Superintendent(b) (6) (b) (6) (b) (6) ,(b) (6) and (b) (6) During this initial portion of the monitoring review, Mr. Brooks provided a brief history of the COPS Office, explained the purpose and overview of the site visit and confirmed the finalized agenda.

After opening remarks and introductions, Mr. Brooks discussed the Department's community policing efforts, particularly their initiatives to combat and prevent school violence.

Superintendent (b) (6) stated that the District has bi-weekly meetings to discuss safety. The School Board is well aware of safety concerns and encourages parents to bring forth issues as they see them. There are school resource officers (SROs). The District conducts relocation drills (which involve the fire department). There are 1500 students within the Mount Morris School District.

(b) (6) Mount Morris Middle School Principal, indicated that for added safety, there have been night locks installed in all classrooms (there are 2 keys and only the custodian and (b) (6) know where they are located). Additionally, the school conducts active shooter training on an annual basis. If there were ever an incident, the administrative staff would pull the camera feeds to review. The cameras are up and running in Assistant Principal Mason's office. There are 30+ cameras throughout the middle school. Official work laptops will have access to cameras from home. The District purchased all new walkie talkies – one for every school that can be switched to the particular school frequency allowing everyone to be on the same page in order to communicate.

At the high school, Principal Carr mentioned the addition of security cameras along with bringing in the canine dogs used to detect/find narcotics and firearms. Cameras are equipped with Artificial Intelligence (AI) technology. (b) (6) , Mount Morris School District technician informed us that there will be manned rotating IP-based cameras that will allow staff members to see all activity (using video matrix).

Organizational Commitment/Transformation
Superintendent (b) (6) stated that the District received a bond in 2020. With that bond, they have been able to make improvements with security – all school buildings will have secure entryways. All doors will have locks that can only be accesses with key fobs or badge swipes. These are not reactive, but preventative measures being put into place. The SROS are through the Genesee County Sheriff's Office. The District has a good working relationship with Sheriff (b) (6) The District also works with the District Court and Easter Seals to provide diversion opportunities to help families with physical and mental wellness.

(b) (6) stated the schools host parent academies where they discuss safety concerns and what the schools are doing to keep children safe. There a safety measures in place at all sporting events. Working to ensure more security mechanisms. There is an "OK to Say NO" initiative in place. Children are fearful of "snitching" on someone doing something wrong. This provides a safe anonymous place for those children to report the incidents. Emergency Operational Procedures (EOPs) are updated annually. Every classroom has "go" bags containing emergency kits, updated class rosters and flipcharts with EOPs. The area churches serve as evacuation sites and bus evacuation drills occur 3 times a year.

The Juvenile Justice Center provides learning cooperative opportunities for students to gain vocational, educational skills.

Community Member/Stakeholder Discussion
During this portion of the site visit, the president and vice president from the Board of Education discussed their observations of the work being done in the Mount Morris School District. They each concurred that door locks have been added to the classrooms, there is personnel safety training within the District, thus creating a safe culture within the community. Construction of new secured entrances is good to see. There are support dogs within the schools, social workers, and behavioral interventionists in every building. School windows have been upgraded. The Board VP indicated that the Superintendent is abreast of changing laws/regulations and brings them to the Board's attention right away. Mr. Carr chimed in with how he chose to bring his children back to the Mount Morris School District due to a feeling of safety. He, along with the President and VP are from the Mount Morris community as well.Mount Morris now has an updated park (owned by the school district), walking paths, and food truck events once a month at the park.

After the discussion on community policing efforts of the Department, Mr. Brooks discussed the financial, administrative, and programmatic review of the

Department's award with Superintendent (b) (6) Assistant Superintendent (b) (6) , and (b) (6) (finance manager) During this portion, Mr. Brooks reviewed the detailed budget expenditures, invoices, receipts, and other financial information related to the two SVPP awards.

Following the discussion, Mr. Brooks and Mrs. Jackson participated in a community tour where they attended the ALICE training at the high school. ALICE training is to refresh and improve situational awareness in school settings. They observed circle time where the teachers and administrative staff discussed concerns – things being done well and things that need improvement. Teachers felt supported, believed in student-centered intentions, and strong communication between teachers and school administration. Additionally, the COPS team toured the school vestibule renovations that including moving the main office and installing key fobs at all entry points. The community tour also included visiting the community center which houses alternative education, a preschool, and adult education. Upgrades to the building include camera upgrades, entry doors, new public announcement system, fire strobes, and window replacements. The center will also have a secure vestibule, as well as a new fire system.

The site visit and review concluded with an exit interview with Superintendent (b) (6) and (b) (6) staff where Mr. Brooks provided a summary of the site review, compliance issues, and discussed that feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 12356 WALTER STREET MOUNT MORRIS, MI, 48458

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 12356 WALTER STREET MOUNT MORRIS, MI, 48458

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Assistant Superintendent
Phone: (810) 591-8760

Site Visit Contact 2
Name: (b) (6)

Title: Superintendent
Phone: (810) 591-8760

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	MI257ZZ	**GRANTEE NAME:**	MOUNT MORRIS CNSOLIDATED SCHOOLS
GRANT:	15JCOPS22GG04218SSIX		
AWARD AMOUNT:	$500,000.00		
LOCAL MATCH:	$175,000.00		
SOURCE OF LOCAL MATCH (if applicable):	The local match requirement is $175,000, to be paid using General Funds		
START DATE:	2022-10-01	**END DATE:**	2025-09-30

Grant Award Requirements:

SVPP Award #15JCOPS-22-GG-04218-SSIX was awarded to the Department in the amount of $500,000 in federal funds over a three-year/36-month award funding period to improve security at schools and on school grounds within your jurisdiction through evidence-based school safety programs. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $175,000. The start date of this grant award is October 1, 2022, and the end date is September 30, 2025.

Comments:

During the monitoring review, Auditor Brooks reviewed the detailed listing of budget expenditures and documentation, including the general ledger. Additionally, Auditor Brooks reviewed receipts and paid purchase orders/invoices for all costs incurred under the award.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on our review of the Federal Financial Report for reporting period 4/1/24 to 6/30/24, the Department had not paid any of the required $175,000 local match.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Comments - In our review of comparing the approved budget for Award #15JCOPS-23-GG-04546-SSIX and the Department's supporting documentation (budgetary spreadsheets, invoices, receipts, and purchase orders), it was determined that an award expenditure was unallowable under the award. The costs of $37,233.00 associated with building the secure vestibule at the MMECC was not included in the approved budget for equipment.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary

spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - Based on our review of the documentation provided, we determined that there were receipts and paid purchase orders and/or paid invoices for $292,045.50 related to Award #15JCOPS-22-GG-04218-SSIX. These expenditures and amounts were not reflected in the financial tracking expenditure spreadsheet submitted to the COPS Office.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	MI257ZZ	**GRANTEE NAME:**	MOUNT MORRIS CNSOLIDATED SCHOOLS
GRANT:	15JCOPS23GG04546SSIX		
AWARD AMOUNT:	$500,000.00		
LOCAL MATCH:	$170,000.00		
SOURCE OF LOCAL MATCH (if applicable):	The local match requirement is $170,000, to be paid using General Funds		
START DATE:	2023-10-01	**END DATE:**	2026-09-30

Grant Award Requirements:

SVPP Award #15JCOPS-23-GG-04546-SSIX was awarded to the Department in the amount of $500,000 in federal funds over a three-year/36-month award funding period to improve security at schools and on school grounds within your jurisdiction through evidence-based school safety programs. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $170,000. The start date of this grant award is October 1, 2023, and the end date is September 30, 2026.

Comments:

During the monitoring review, Auditor Brooks reviewed the detailed listing of budget expenditures and documentation, including the general ledger. Additionally, Auditor Brooks reviewed receipts and paid purchase orders/invoices for all costs incurred under the award.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on our review of the Federal Financial Report for reporting period 4/1/24 to 6/30/24, the Department had not paid any of the required $170,000 local match.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - In our review of comparing the approved budget and the Department's supporting documentation (budgetary spreadsheets, invoices, receipts, and purchase orders), it was determined that an award expenditure was unallowable under this award. The cost of $37,233.00 associated with building the secure vestibule at the MMECC was not included in the approved budget for equipment under this award.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary

spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon our review, the Department would need to adjust approved costs and submit a retroactive budget modification since the Department expended costs that were not approved on the budget but is allowable under the program.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 11/20/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Clara Pesiri

Grant Management Specialist

Subject: MUNICIPIO DE SAN LORENZO/ PR109ZZ

Date: 8/8/2024 5:55:00 PM

I. Overview of EOBGR

On May 16, 2024, Grant Management Specialists Ms. Clara Pesiri and Mr. Gerald Moore conducted an Enhanced Office Based Grant Review (EOBGR) with the Municipality of San Lorenzo ("the Department"). The purposes of the EOBGR were to assess compliance with the COPS Grant award terms and conditions, review the Department's community policing efforts and to provide customer service and technical assistance.

During the EOBGR, the following COPS grant award(s) were reviewed: COPS Hiring Program (CHP) Award #15JCOPS-21-GG-03478-UHPX.

Ms. Clara Pesiri conducted an entrance interview with Director of Federal Programs (b) (6) , Director of Finance (b) (6) , Accountant (b) (6) , Director of Citizen Affairs (b) (6) , Administrative Assistant (b) (6) , and Consultant (b) (6) . During the introduction of the EOBGR, Ms. Clara Pesiri provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda.

After opening remarks, Ms. Clara Pesiri discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Ms. Clara Pesiri and Mr. Gerald Moore were provided with supporting documentation, which demonstrated the Department's community policing efforts.

The Municipality of San Lorenzo reports significant progress in reducing burglaries. The Department made key changes in personnel and transferred its Municipal Citizens Affairs Director, (b) (6) from the Mayor's Office to the Police Department. As part of his daily tasks, (b) (6) compiles citizen requests for service and complaints, reports them to the Police Commissioner, and ensures that municipal police provide the community policing services being requested. (b) (6) is also a liaison between the Police Department and their community leaders. The Department based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

In a subsequent discussion, Ms. Clara Pesiri discussed with the attendees, the financial, administrative, and programmatic review of the Department's CHP grant awards. During the discussion, Ms. Clara Pesiri reviewed the salaries and fringe benefits expenditures other relevant financial documentation for the grant award.

The EOBGR concluded with an exit interview with the aforementioned attendees. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: PO BOX 1289 SAN LORENZO, PR, 754

Title:
Phone: 787-736-5053
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: PO BOX 1289 SAN LORENZO, PR, 754

Title:
Phone: 787-736-5053
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Consultant
Phone:

Site Visit Contact 2
Name: (b) (6)

Title: Accountant
Phone:

Site Visit Contact 3
Name: (b) (6)

Title: Finance Director
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	21
Actual Staffing Level from Oldest Hiring Grant Application	21

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	PR109ZZ	**GRANTEE NAME:**	MUNICIPIO DE SAN LORENZO
GRANT:	15JCOPS21GG03478UHPX		
AWARD AMOUNT:	$1,077,136.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):	Not applicable		
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

0	New Hires
0	Rehires – Previously Laid Off
15	Rehires – Scheduled for Layoffs
0	Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☑ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☑ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Municipality of San Lorenzo reports significant progress in reducing burglaries. The Department made key changes in personnel and transferred its Municipal Citizens Affairs Director, (b) (6) from the Mayor's Office to the Police Department. As part of his daily tasks, (b) (6) compiles citizen requests for service and complaints, reports them to the Police Commissioner, and ensures that municipal police provide the community policing services being requested. (b) (6) is also a liaison between the Police Department and their community leaders.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions: 15 FT 0 PT

Total Number of COPS Positions Hired:	3	FT	0	PT	
Total Number in academy:	0	FT		PT	
Total Number on the Street:	3	FT		PT	
Total Number of COPS Funded Positions Vacant:	12	FT		PT	
Total Number of Local Vacant Positions	1	FT	0	PT	

Dates Vacant Positions will be Filled: August of 2024 Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See Hire and Retention Worksheet.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Awarded officers are assigned to residential areas and conduct daily neighborhood patrols with a focus on burglary and domestic violence prevention, addressing the focus area of burglary and threats as mentioned in the application. All CHP officers were rehired to enhance the department's community policing activities and address an increased rate of burglaries. Starting in fiscal year 2022, officers were deployed to the school district and neighboring bridges to address dilapidated structures and clean up public spaces. The department has been training officers and implementing the principle of the broken window theory, which suggests that disorder and crime in an unhealthy environment can increase if allowed to persist. The department believes that disorder sends signals of permissiveness and lack of control, which in turn can foster an environment conducive to criminal activity. The department is using preventive strategies that focus on proactively and quickly addressing smaller issues within the community before they escalate into more serious crime. The police can then focus on maintaining and strengthening trust between police and local residents. The Municipal Citizens Affairs Director (b) (6) stated, "that by proactively addressing the problems of disorder and deterioration, the department seeks to send a clear message that crime will not be tolerated and aims to create a safe and welcoming area for all the inhabitants of our city".

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03478-UHPX was awarded to the Municipality of San Lorenzo in the amount of $1,154,074.00 in federal funds over a thirty-six month funding period and five-year implementation period for the approved entry-level salary and fringe benefits for fifteen (15) rehire scheduled to be laid-off full-time sworn career law enforcement officers. The start date of this grant award is October 01, 2021, and the end date is September 30, 2026.

Comments:

During the EOBGR, a review was performed of Department’s staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Ms. Clara Pesiri and Mr. Gerald Moore conducted a COPS 3.0 Community Policing Review as part of the community policing review

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. In addition, a review of the award recipient’s historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted, demonstrating that active and timely steps were taken to backfill local vacancies. No compliance issues were identified.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - During the Enhanced Office Based Grant Review, a compliance issue for unsupported costs was identified in the amount of $25,551.68. This amount is subject to change based on any additional expenses reimbursed from the grant for Officer (b) (6) , who was hired on February 1, 2023. (b) (6) is identified as Position 5 in the email correspondence, but as Position 6 on the Expenditures Tracking Sheet. The department reported that the "current administration could not find the information for the original officer listed in Position 5. For this reason, we cannot account for the date after which the position became vacant." In the 2021 COPS Hiring Program application, the department reported fifteen full-time officers employed by the agency as of June 18, 2021. They reported that these fifteen positions did not include currently vacant or unpaid positions. The agency cannot provide personnel records for a hire in their actual sworn force figures and therefore we cannot fund that position, and it will be de-obligated. This will leave fourteen officers in the funding category of rehired scheduled to be laid off instead of the fifteen originally requested and awarded.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - A grant award modification will be needed to deobligate position number five (5). The agency is unable to provide any personnel records for this rehired scheduled to be laid-off position. The issue has also been identified under compliance for remedy.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as “Other” in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Military Veterans: Although hiring military veterans as new hires is not an award requirement, the Department requested grant funds for existing hires in the category of rehire scheduled to be laid-off. The Department indicated having five existing officers who were military veterans and therefore received additional consideration for CHP funding as a result. The Department was unable to provide proof of military veteran status for any of its existing officers. To meet the grant commitment of hiring a military veteran, the agency should prioritize backfilling a grant-funded vacancy with at least one military veteran. If the agency is unable to fulfill this commitment, they must submit a written request for reconsideration signed by your law enforcement executive. The request should include justification for the reconsideration, your agency’s local hiring policies and procedures, recruitment efforts to fill veteran vacancy, and any other barriers the agency has encountered while attempting to hire a veteran. Grant Funded Cadets: During the Enhanced Office Based Grant Review, your agency inquired on backfilling vacancies in the existing rehire scheduled to be laid off positions. An agency may use CHP funding to pay the CHP-funded positions while in the academy if it is the standard practice of the agency to do so with locally funded recruits. Tracking the 36 months begins while the cadets are in the academy. Supplanting by Local Vacancies Guidance: Based upon a review of the Budgeted and Actual Strength Staffing Chart, an issue for supplanting by local vacancies was identified. The Department experienced one (1) local vacancy in FY 2021. However, this position was never identified in the original application for CHP funding, and we noticed the position was no longer reflected in the Department's FY2022 budget. On May 1, 2024, the agency submitted a response to the inquiry regarding the locally funded position that was eliminated due to your agency’s FY2022 budget reduction. In their response, they stated, “In 2021 the Municipality of San Lorenzo had 16 budgeted positions. The official not included in the application was a non-active official due to a military license.” However, the officer’s hire and departure dates were not submitted for review in May or after a second request on June 26, 2024. The nonsupplanting requirement of the COPS statute, which applies to all COPS awardees, states that COPS funds “shall not be used to supplant State or local funds, or, in the case of Indian tribal governments, funds supplied by the Bureau of Indian Affairs, but shall be used to increase the amount of funds that would, in the absence of Federal funds received under this subchapter, be made available from State or local sources, or in the case of Indian tribal governments, from funds supplied by the Bureau of Indian Affairs” 34 U.S.C. § 10384(a) Under the CHP award program, this means that award funds must be used to increase the total amount of funds that would otherwise be made available and dedicated toward sworn officer positions. In other words, individuals hired under the CHP award must be in addition to, and not instead of, any officers funded in the Department’s local budget, which includes the normal and planned to hire by an award recipient. Please note that although the Department may hire to fill both the locally funded and COPS-funded officer position vacancies, it must continue to hire officers to fill all locally funded officer position vacancies during the implementation of the CHP award.

Comments:

Comment 1:
Approved by Marcia Jackson 8/8/24.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Latoya Pickett-Bell
Management Analyst

Subject: Myrtle Beach, City of/ SC02606

Date: 5/7/2024 11:12:00 AM

I. Overview of Site Visit

On Thursday, March 28, 2024, Management Analyst LaToya Pickett-Bell conducted a grant monitoring site visit with the Myrtle Beach Police Department ("the Department").

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following awards were reviewed: CHP Award #2020UMWX0072 and SVPP Award #15JCOPS-22-GG-04323-SCAX.

Mrs. Pickett-Bell conducted an entrance interview with the following attendees: Grants Supervisor (b) (6) ; Sargeant (b) (6) ; Lieutenant (b) (6) ; Corporal (b) (6) Captain (b) (6) Lieutenant (b) (6) Assistant (b) (6) Community Member (b) (6) Community Member (b) (6) Public Information Officer (b) (6) (b) (6) Lieutenant (b) (6) IT Analyst (b) (6) Captain (b) (6) Captain (b) (6) resident (b) (6) General Manager (b) (6) Principal (b) (6) Outreach Pastor (b) (6) Payroll Technician (b) (6) Financial Analyst (b) (6) Assistant Director of Financial Management and Reporting (b) (6) and Chief (b) (6) .

During this initial portion of the site visit, Mrs. Pickett-Bell provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Pickett-Bell discussed the Department's community policing and violent crime reduction efforts specifically addressing their intelligence-led policing practices. Mrs. Pickett-Bell was apprised of their initiatives to address these issues particularly with the help of neighborhood watch programs, business owners, and hospitality in this tourist community.

The City of Myrtle Beach has a population of 38,417 residents with an average of 150K tourists daily and consists of 26 square miles of coverage. The Department has fifteen (15) judicial partners within County of Horry.

The Department explained that funding under the award was intended to hire officers to be assigned to patrol and redeploy veteran officers. They've had an established intelligence unit that was since expanded in 2020. With the expansion two (2) officers were hired as well as a Crime Analyst.

The Department indicated that it routinely engages in proactive policing. With the shift in their policing strategies, they formed an intelligence led group where they pull officers from different shifts including day, night, regulatory, family services, SROs and investigations. Criminal Prevention Officers pushes information to the neighborhood watch groups to aid in information sharing. They also partner with the County of Horry Police Department Street Crime Unit to aid in addressing their violent crime problems.

They identified that violent crime was increasing on Ocean Boulevard and in response, they increased visibility, changed the scheduling of officers and increased traffic management. Some of the issues occurring within the beach area are aggravated assaults, shootings, drug distribution, and disorderly conduct. They have since increased the number of cameras and software with cameras, license plate readers, and real time crime technology.

Some of the statistical data provided to show the deviations in their violent crime incidents in Part 1 crime (i.e., larceny, burglary, assaults, homicide, rape, robbery) are as follows: 4323 reported incidents in 2019; 3521 in 2020; 3489 in 2021; 3013 in 2022; and 2681 in 2023.

Specifically, the Booker T. Washington neighborhood is a problem community, and they have since assigned neighborhood officers to target this area. Notably, this community is plagued with guns, drugs, and gang violence. They do have a task force with federal agencies to target drugs, gangs, and trafficking. Additionally, they have a local human trafficking regional task force.

In discussing their drug issues, the DHEC provides narcan to the Department in which all officers are trained in administering. Further, they created a program with the fire department to address opioid cases. On average, they experience 200-350 non-fatal fentanyl overdoses a year. Notably, they created a group called the "Coordinated Effort" service providers forum that deals with mental health, housing security and substance abuse and consists of agencies such as Coastal Carolina, SeaHaven, school districts, Boys and Girls Scouts, and faith-based organizations. They meet monthly on every third Thursday at 1 p.m.

Moreover, they have a contract with a mental health professional that has a law enforcement background. With the health and wellness program, officers must check-in with the mental health provider once a year and supervisors must check-in twice a year. They also have a wellness committee and three (3) gyms that are accessible 24/7. They are currently working towards creating a quarterly newsletter on mental health and wellness. At present, they have nine (9) peer support members. At the time of the visit, they indicated that they have two (2) clinicians that are supposed to start this coming April 4, 2024, and another in June. Within the state, they had all but two (2) mental health facilities that have since closed which has impacted their rate of homelessness.

Corporal (b) (6) spoke about the NIBIN program and violent crime. (b) (6) explicated that they Department has recovered guns that have been purchased guns less than thirty (30) days prior. Last year alone, they recovered over 300 guns. Corporal (b) (6) partners with the surrounding counties on running ballistics to lead to successful prosecution.

The Detection Technology, which detects gun shots or snippers, goes directly to the Real Time Crime Center. The technology covers four (4) schools and school grounds and allows a reduction in response time. The schools impacted are Myrtle Beach High, Myrtle Beach Middle, Myrtle Beach Elementary and Myrtle Beach Primary schools. Further, the technology can identify the direction of the threat in less than three (3) seconds. The alarm notifications direct push automatically activates cameras to dispatch.

Some of the Department's partners are neighborhood watch, Hospitality Association, Chamber of Commerce, and local clergy. Manager of Broadway at the Beach (b) (6) explained that in partnership with the Department, they conduct trainings with the businesses in the center specifically to training on identifying fraudulent money. They have roughly 11 million visitors a year and J1 students (international students) that work there. Speaking of J1 students, they had someone from Ocean City Police Department visit and train them on preventing sexual assaults of J1 students.

In a subsequent discussion, Mrs. Pickett-Bell, discussed the financial, administrative, and programmatic review of the Department's awards with the (b) (6) and Chief (b) (6) . At the time of the visit, Mrs. Pickett-Bell reviewed the hiring documentation and award expenditures incurred under the 2020 CHP award and the invoices and purchases orders for the costs incurred under the SVPP award.

The site visit concluded with an exit interview with (b) (6) , and Chief (b) (6) . A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 1101 Oak Street Myrtle Beach, SC, 29577

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 1101 Oak Street Myrtle Beach, SC, 29577

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Chief
Phone: (843) 918-1301

Site Visit Contact 2
Name: (b) (6)

Title: Administrative Secretary
Phone: (843) 918-1303

Site Visit Contact 3
Name: (b) (6)

Title: SeniorFinancial Analyst
Phone: (843) 918-1135

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	221
Actual Staffing Level from Oldest Hiring Grant Application	221

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	SC02606	**GRANTEE NAME:**	Myrtle Beach, City of
GRANT:	2020UMWX0072		
AWARD AMOUNT:	$1,250,000.00		
LOCAL MATCH:	$931,149.99		
SOURCE OF LOCAL MATCH (if applicable):	General funds		
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

10 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☑ Other Violent Crime Problem (please specify):

Intelligence Led Policing

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☑ Other Violent Crime Problem (please specify):

Intelligence Led Policing

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department has continuously increased its manpower year after year after and deployed patrol officers to their tourist areas. Further, they have established relationships with business owners in this tourist community which has aided in gathering and sharing information regarding crimes such as drug distribution, prostitution, and robberies.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	10	FT		PT
Total Number of COPS Positions Hired:	10	FT		PT

Total Number in academy:		FT	PT
Total Number on the Street:	10	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions	61	FT	PT

Dates Vacant Positions will be Filled: Date
Recruitment ongoing

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Dates of Hire Chart

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The COPS funded officers are assigned to patrol, both traffic and beach. They are also responsible for engaging the community during the shifts to include business owners, clergy and neighborhood watch programs.

Grant Award Requirements:

CHP Award #2020UMWX0072 was awarded to the Department in the amount of $1,250,000 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for ten (10) new-hire full-time sworn career law enforcement officers. The allowable costs for which the Department's award has been approved are limited to those listed on the approved Financial Clearance Memo (FCM), which is included in the Department's award package. The local match requirement for this award is $931,150. The start date of this award is July 1, 2020, and the end date was extended to June 30, 2024.

Comments:

During the site visit, Management Analyst LaToya Pickett-Bell conducted a review of the Department's budgeted and actual staffing levels, hiring of the sworn officer positions, and the salaries and fringe benefits incurred. Mrs. Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by reduction in force was identified. It was identified that the Department experienced a reduction in force in FY 2020 by 4 positions.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - It was determined that the Department experienced local vacancies during the course of the award implementation. As discussed, the Department must provide supporting documentation addressing the local vacancies experienced and measures taken to backfill them during the following fiscal years: 25 vacancies in FY 19; 11 in FY 20; 37 in FY 21; 51 in FY 22; 61 in FY 23; and 61 in FY 24.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was also reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - As explained during the site visit, it was determined that the Department was supplanting its locally-budgeted officers by assigning them to the award. Specifically, the following officers, whom backfilled the respective vacated positions, were not newly-hired officers when the prior officer departed the position: - Position #4 – Officer (b) (6) departed on 4.4.23. (b) (6) was hired on 2.19.21. The total salaries and fringe paid to Officer (b) (6) is $107,298.18 - Position #5 – Officer (b) (6) departed on 6.10.23. (b) (6) was hired on 2.19.21. The total salaries and fringe paid to Officer (b) (6) is $89,306.23. - Position #6 –Officer (b) (6) departed on 2.9.24. (b) (6) was hired on 5.7.21. The total salaries and fringe paid to Officer (b) (6) is $3,963.71. - Position #8 –Officer (b) (6) departed on 10.25.23. (b) (6) was hired on 10.25.2019. The total salaries and fringe paid to Officer (b) (6) is $34,531.04 - Position #10 – Officer (b) (6) departed on 5.31.23. (b) (6) was hired on 5.7.21. The total salaries and fringe paid to

Officer (b) (6) $64,726.49 - Position #10 – (b) (6) was hired on 9/11/20. The total salaries and fringe paid to Officer (b) (6) is $16,219.22 The amounts identified above includes both the federal share and local match amount of 43% for an aggregate of $316,044.87. Of this amount, $135,899.29 was the local match contributed and $180,145.58 is the federal portion expended. In reviewing the personnel action forms, the officers were in fact hired on the dates as reflected above. As such, these backfilled positions are deemed ineligible and the total salaries and fringe benefits being paid to the said officers are deemed unallowable. As such the amount totaling $180,145.58 must be remedied.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained in the site visit notification letter that was issued to the Department, the agency must provide: • A copy of its general ledger, that supports each cost category as it appears in the awarded budgets. Expenditures related to the awards should clearly identify a COPS specific cost code in the Department's accounting system, the local match contribution, and should be further supported in the general ledger;

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as “Other” in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The Department explained that it currently does not separate the federal award funds from the general funds account. Per our discussion, there should be a COPS-specific code in the Department’s accounting system for the COPS awards as well as a separate fund code for the local match contribution. As such, the Department was reminded of the DOJ Grants Financial Guide that ensures agencies are fulfilling their fiduciary responsibility to safeguard grant award funds. The Department is requested to provide supporting documentation from its accounting system when the segregation of grant award funds has been completed. The Department must create a new accounting code the active DOJ grant awards.

NON-HIRING GRANT

ORI:	SC02606	**GRANTEE NAME:**	Myrtle Beach, City of
GRANT:	15JCOPS22GG04323SCAX		
AWARD AMOUNT:	$198,750.00		
LOCAL MATCH:	$66,250.00		
SOURCE OF LOCAL MATCH (if applicable):	Local match is $66,250 - general funds		
START DATE:	2022-10-01	**END DATE:**	2025-09-30

Grant Award Requirements:

SVPP Award #15JCOPS-22-GG-04323-SCAX was awarded to the Department in the amount of $198,750 in federal funds over a three-year (36-month) award period. The FY 2022 SVPP provides funding directly to states, units of local government, Indian tribes, and its public agencies to improve security at schools and on school grounds in the jurisdiction of the grantee through evidence-based school safety programs. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $66,250. The start date of this award is October 1, 2022, with an end date of September 30, 2025.

Comments:

During the site visit, Management Analyst LaToya Pickett-Bell conducted a review of the invoices, purchase orders and payment of the items procured under the award. Mrs. Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable,

consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained in the site visit notification letter that was issued to the Department, the agency must provide: • A copy of its general ledger, that supports each cost category as it appears in the awarded budgets. Expenditures related to the awards should clearly identify a COPS specific cost code in the Department's accounting system, the local match contribution, and should be further supported in the general ledger;

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 5/7/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Funmi Okoli
Auditor

Subject: NEW BRUNSWICK, CITY OF/ NJ221ZZ

Date: 8/15/2024 3:31:00 PM

I. Overview of Site Visit

On Tuesday, June 18, 2024, Auditor Funmi Okoli conducted a grant monitoring site visit with the City of New Brunswick Police Department ("the Department").

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following awards were reviewed: COPS Hiring Program (CHP) Awards #15JCOPS-21-GG-03480-UHPX, #15JCOPS-22-GG-03494-UHPX & #15JCOPS-23-GG-04579-UHPX.

Mrs. Okoli conducted an entrance interview with the following attendees: Captain (b) (6) Deputy Chief (b) (6) , Captain (b) (6) , Sergeant (b) (6) and Chief Financial Officer (CFO) (b) (6) .

During this initial portion of the site visit, Mrs. Okoli provided the goals of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Okoli discussed the Department's community policing efforts. Mrs. Okoli was provided with supporting documentation detailing the community policing initiatives that focuses on building legitimate trust, preventing, and disrupting crime and violence, to advance the practice of community policing.

Prior to applying for the COPS Hiring Program (CHP) awards, the Department determined that the downtown area of the City of New Brunswick was plagued with quality-of-life problems in the French Street corridor of the city. The French Street area is populated by home-challenged individuals and quality of life problems such as drinking in public, gambling, urinating/defecating in public, and drug use. The Department's patrol officers could not adequately handle community policing and interaction needed to combat the issue; therefore, the Department applied for the COPS Office award funding to create and staff additional units within the Department.

As a result of the award funding, NBPD has created and staffed Community Policing Unit (CPU) and Safe Neighborhood Area Patrol (SNAP) unit. CPU is charged with addressing quality of life problems on the French Street corridor while the SNAP unit is charged with identifying and addressing specific problems in the neighborhoods across the city, including narcotics, quality of life issues, warrant arrests, and are deployed to problem areas throughout the city to make an impact on local complaints.

To ensure achievement of community policing goal, NBPD trained the officers in the LEAD (Law Enforcement Against Drugs) program that focus on helping citizens and getting them help through partnership with social workers and other resources within the community.

To better serve the City of New Brunswick, the NBPD organizes various programs that allows the officers interact with kids and parents, while creating awareness in the community, increasing positive perception of police officers, and providing citizens with help and resources. The Department organizes Shop with COPS, Toy Drive, Turkey Drive, Senior Housing Bingo events among other programs that increases interaction with the community.

To better serve the City of New Brunswick, NBPD organizes Rock the Block Back to School Celebration for kids returning to school. The goal is to foster relationship with kids and the community. Under the program, the Department partners with various businesses for donation of backpacks, school supplies, food, and services that includes free haircuts, and fun activities. NBPD officers are present at the event to interact with kids and parents while handing out donated items.

The Department organizes Summer Soccer Academy among other programs to keep youths engaged over the summer and to discourage idleness among juveniles. The program has been successful in keeping campers from the streets. While in the academy, other organizations like the New Brunswick Tomorrow teaches the kids life skills, the officers interact with the campers, while providing them food and soccer coaching. NBPD supports high schoolers by hiring and paying them as Junior Counselors over the summer to work with the campers.

The Department supports middle and high school through its Educated Encounter program that teaches constitutional rights. Officers assigned to the high schools and middle schools educate students on GREAT (Gang Resistance Education And Training), and the LEAD (Law Enforcement Against Drug). The officers also partner with the students to create Junior Crime Fighter coloring book for kids in grades K-3 for awareness on safety. The officers visits various schools during school lunch breaks and recess to engage kids in elementary schools.

NBPD partners with various organizations including Robert Wood Hospital, St. Peter's University, Johnson & Johnson, food kitchen, to obtain help and resources for citizens.

In a subsequent discussion, Mrs. Okoli, discussed the financial, administrative, and programmatic review of the Department's awards with the attendees, and reviewed the hiring documentation including officers dates of hire, and officer compensations under the CHP awards. After the review, Mrs. Okoli conducted exit interview with Chief (b) (6) and the meeting attendees. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

Following this portion of the meeting, Sgt. (b) (6) took Mrs. Okoli on a community tour of the downtown area especially French and George Street, Ramsen Ave and Unity Square, and Pittman Park. Homeless garbage was recently cleaned out of French St. and the Pittman Park was mostly cleaned out as well.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: FINANCE DEPARTMENT - ROOM 202 NEW BRUNSWICK, NJ, 8901

Title:
Phone: (732) 745-5176
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: FINANCE DEPARTMENT - ROOM 202 NEW BRUNSWICK, NJ, 8901

Title:
Phone:
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name:

Title:
Phone:

Site Visit Contact 2
Name:

Title:
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	155
Actual Staffing Level from Oldest Hiring Grant Application	135

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	NJ221ZZ	**GRANTEE NAME:**	NEW BRUNSWICK, CITY OF
GRANT:	15JCOPS21GG03480UHPX		
AWARD AMOUNT:	$2,262,576.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

6 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

New Brunswick Police Department has hired the six (6) officers awarded under the 2021 CHP Award. The officers perform the following community outreach/community policing activities:

- Rock the Block back to school celebration held yearly in late August/early September.
- NBPD Summer Soccer Academy
- Shop with a Cop

- NBPD Annual Holiday Toy Drive
- NBPD Annual Thanksgiving Turkey Drive
- Police Officer Day at Roosevelt Elementary School
- Touch-a-truck events at NB Public Schools
- New Brunswick Senior Citizens Health Fair
- New Brunswick Crime Watch program
- Lunch and Learn Program at New Brunswick Senior Center
- Pizza with the Police Program at NB Public Schools

Total Number of COPS Funded Positions:	6	FT	PT
Total Number of COPS Positions Hired:	6	FT	PT
Total Number in academy:	0	FT	PT
Total Number on the Street:	6	FT	PT
Total Number of COPS Funded Positions Vacant:	0	FT	PT
Total Number of Local Vacant Positions	10	FT	PT

Dates Vacant Positions will be Filled: 10/2024 Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attachment

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

New Brunswick Police Department has hired the six (6) officers awarded under the 2021 CHP Award. The officers perform the following community outreach/community policing activities: Rock the Block back to school celebration held yearly in late August/early September, NBPD Summer Soccer Academy, Shop with a Cop, NBPD Annual Holiday Toy Drive, NBPD Annual Thanksgiving Turkey Drive, Police Officer Day at Roosevelt Elementary School, Touch-a-truck events at NB Public Schools, New Brunswick Senior Citizens Health Fair, New Brunswick Crime Watch program, Lunch and Learn Program at New Brunswick Senior Center and Pizza with the Police Program at NB Public Schools.

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03480-UHPX was awarded to the New Brunswick Police Department in the amount of $2,262,576.09 in federal funds over a three-year/36-month award funding period for the approved entry-level salary and fringe benefits for six (6) new-hire full-time sworn career law enforcement officers. The start date of this grant award is October 1, 2021, and the end date was extended to September 30, 2026.

Comments:

During the monitoring site visit, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - During the monitoring review, it was determined that the Department experienced local vacancies during the course of award implementation. In FY2021, the Department experienced twenty-five (25) local vacancies, in FY2022, the Department experienced twenty-five (25) vacancies, in FY2023, eighteen (18) positions were vacant, and ten (10) positions are vacant in the current year.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Under CHP Award #15JCOPS-21-GG-03480-UHPX, the review identified officer compensation from federal funds that was higher than approved on the Financial Clearance Memo (FCM). The Department made a total drawdown of $864,848.76 as of the last drawdown. The approved salaries and fringe benefits of the six (6) officers for the period of implementation under the award is $650,755.17. Therefore, the Department has been found in violation of the COPS Office award requirement, and an unsupported cost in the amount $214,093.59 has been determined.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI:	NJ221ZZ	**GRANTEE NAME:**	NEW BRUNSWICK, CITY OF
GRANT:	15JCOPS22GG03494UHPX		
AWARD AMOUNT:	$250,000.00		
LOCAL MATCH:	$443,113.92		
SOURCE OF LOCAL MATCH (if applicable):	$443,113.92 - General funds		
START DATE:	2022-10-01	**END DATE:**	2027-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

2 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

New Brunswick Police Department has hired the two (2) officers awarded under the 2022 CHP award and they perform the following community outreach/community policing activities: Rock the Block back to school celebration held yearly in late August / early
September, NBPD Summer Soccer Academy, Shop with a Cop, NBPD Annual Holiday Toy Drive, NBPD Annual Thanksgiving Turkey Drive, Police Officer Day at Roosevelt Elementary School, Touch-a-truck events at NB Public Schools, New Brunswick Senior Citizens Health Fair, New Brunswick Crime Watch program, Lunch and Learn Program at New Brunswick Senior Center and Pizza with the Police Program at NB Public Schools.

NBPD created a Community Policing Unit is a newly created unit that consist of four (4) police officers and one (1) sergeant with the primary purpose of addressing quality of life problems in the French Street corridor. The French Street area has long been populated by home-challenged individuals as well as quality

of life problems such as drinking in public, gambling, urinating/defecating in public, and drug use.

Total Number of COPS Funded Positions:	2	FT	PT
Total Number of COPS Positions Hired:	2	FT	PT
Total Number in academy:	0	FT	PT
Total Number on the Street:	2	FT	PT
Total Number of COPS Funded Positions Vacant:	0	FT	PT
Total Number of Local Vacant Positions	10	FT	PT

Dates Vacant Positions will be Filled: 10/2024 Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attachment

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☑ No

Primary activities of COPS-funded positions and/or redeployed officers:

New Brunswick Police Department has hired the two (2) officers awarded under the 2022 CHP award and they perform the following community outreach/community policing activities: Rock the Block back to school celebration held yearly in late August / early
September, NBPD Summer Soccer Academy, Shop with a Cop, NBPD Annual Holiday Toy Drive, NBPD Annual Thanksgiving Turkey Drive, Police Officer Day at Roosevelt Elementary School, Touch-a-truck events at NB Public Schools, New Brunswick Senior Citizens Health Fair, New Brunswick Crime Watch program, Lunch and Learn Program at New Brunswick Senior Center and Pizza with the Police Program at NB Public Schools.

Grant Award Requirements:

CHP Award #15JCOPS-22-GG-03494-UHPX was awarded to the New Brunswick Police Department in the amount of $250,000 in federal funds over a three-year/36-month award funding period for the approved entry-level salary and fringe benefits for two (2) new-hire full-time sworn career law enforcement officer. There is a local match requirement in the amount of $443,113.92. The start date of this grant award is October 1, 2022, with an end date of September 30, 2027.

Comments:

During the monitoring site visit, a review was performed of the Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - During the review, it was determined that the Department experienced local vacancies during the course of award implementation. In FY2021, the Department experienced twenty-five (25) local vacancies, in FY2022, the Department experienced twenty-five (25) vacancies, in FY2023, eighteen (18) positions were vacant, and ten (10) positions are vacant in the current year.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues

were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Under CHP Award #15JCOPS-22-GG-03494-UHPX, the requirement under the CHP award states that the Department charge 63.93% of officer compensation to local match contribution and 36.07% to federal funds. The review identified officer compensation from federal funds that was higher than approved on the Financial Clearance Memo (FCM). The Department made a total drawdown of $69,683.01 as of the last drawdown, while the approved salaries and fringe benefits of the two (2) officers for the period of implementation under the award is $54,898.16. Therefore, the Department has been found in violation of the COPS Office award requirement, and an unsupported cost in the amount $14,784.85 has been determined.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI:	NJ221ZZ	**GRANTEE NAME:**	NEW BRUNSWICK, CITY OF
GRANT:	15JCOPS23GG04579UHPX		
AWARD AMOUNT:	$987,104.00		
LOCAL MATCH:	$329,034.81		
SOURCE OF LOCAL MATCH (if applicable):	$329,034 - General Funds		
START DATE:	2023-10-01	**END DATE:**	2028-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

8 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

New Brunswick Police Department has hired the eight (8) officers awarded under the 2023 CHP award and they perform the following community outreach/community policing activities: Rock the Block back to school celebration held yearly in late August / early
September, NBPD Summer Soccer Academy, Shop with a Cop, NBPD Annual Holiday Toy Drive, NBPD Annual Thanksgiving Turkey Drive, Police Officer Day at Roosevelt Elementary School, Touch-a-truck events at NB Public Schools, New Brunswick Senior Citizens Health Fair, New Brunswick Crime Watch program, Lunch and Learn Program at New Brunswick Senior Center and Pizza with the Police Program at NB Public Schools.

NBPD created a Community Policing Unit is a newly created unit that consist of four (4) police officers and one (1) sergeant with the primary purpose of addressing quality of life problems in the French Street corridor. The French Street area has long been populated by home-challenged individuals as well as quality

of life problems such as drinking in public, gambling, urinating/defecating in public, and drug use.

Total Number of COPS Funded Positions:	8	FT	PT
Total Number of COPS Positions Hired:	8	FT	PT
Total Number in academy:	0	FT	PT
Total Number on the Street:	8	FT	PT
Total Number of COPS Funded Positions Vacant:	0	FT	PT
Total Number of Local Vacant Positions	10	FT	PT

Dates Vacant Positions will be Filled: 10/2024 Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attachment

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

New Brunswick Police Department has hired the eight (8) officers awarded under the 2023 CHP award and they perform the following community outreach/community policing activities: Rock the Block back to school celebration held yearly in late August / early
September, NBPD Summer Soccer Academy, Shop with a Cop, NBPD Annual Holiday Toy Drive, NBPD Annual Thanksgiving Turkey Drive, Police Officer Day at Roosevelt Elementary School, Touch-a-truck events at NB Public Schools, New Brunswick Senior Citizens Health Fair, New Brunswick Crime Watch program, Lunch and Learn Program at New Brunswick Senior Center and Pizza with the Police Program at NB Public Schools.

Grant Award Requirements:

CHP Award #15JCOPS-23-GG-04579-UHPX was awarded to the New Brunswick Police Department in the amount of $987,102 in federal funds over a three-year/36-month award funding period for the approved entry-level salary and fringe benefits for eight (8) new-hire full-time sworn career law enforcement officer. There is local match requirement $329,034 under the award. The start date of the award is October 1, 2023, with an end date of September 30, 2028.

Comments:

During the monitoring site visit, a review was performed of the Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. There is a local match requirement of $329,034. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by local vacancies was identified. The Department experienced twenty-five (25) local vacancies in FY2021, twenty-five (25) local vacancies in FY2022, eighteen (18) local vacancies in FY2023, and ten (10) local vacancies in the current year.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues

were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Supervisor Approval:

LaToya Pickett-Bell

To: Grant Monitoring File

From: Funmi Okoli

Auditor

Subject: North Carolina Department of Public Safety/ NC124ZZ

Date: 5/29/2024 2:12:00 PM

I. Overview of Site Visit

On Tuesday, April 9, 2024, Auditor Funmi Okoli conducted a grant monitoring site visit with the North Carolina Department of Public Safety ("the Agency").

The purpose of the site visit was to assess compliance with the COPS award regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following awards was reviewed: COPS Anti-Methamphetamine Program (CAMP) Award #2020AMWX0004, COPS Office Community Policing Development (CPD) Awards #2020CKWX0001 & #15JCOPS-23-GG-02003-PPSE, COPS Anti-Heroin Task Force (AHTF) Awards #2019HPWX0002, #2020HPWX0013, #15JCOPS-21-GG-02416-SAHT, #15JCOPS-22-GG-01881-AHTF, and #15JCOPS-23-GG-01653-AHTF.

At the time of the site visit, the Agency had not started implementing AHTF award #15JCOPS-23-GG-01653-AHTF and CPD award #15JCOPS-23-GG-02003-PPSE.

Mrs. Okoli conducted an entrance interview with the following attendees: Assistant Director (b) (6) , Accountant (b) (6) (b) (6) , Grant Administration (b) (6) , and Assistant Grant Manager (b) (6) .
During this initial portion of the site visit, Mrs. Okoli provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Okoli discussed the Agency's community policing efforts. Mrs. Okoli was provided with supporting documentation detailing the community policing initiatives that focuses on investigating production of controlled prescription drugs, disrupting illegal drug trafficking, and ultimately preventing drug overdose in the state of North Carolina.

The North Carolina State Bureau of Investigation (SBI) under the North Carolina Department of Public Safety responds to every Methamphetamine (meth) lab, dumpsite, and performs precursor/chemical seizure in North Carolina. The agency performs criminal investigations relating to homicide scenes, child exploitation, suicides, and unintentional drug overdoses throughout the state. The agency also focuses on finding major international drug cartels that conducts trades in the state of North Carolina with the goal of stopping the trades and disrupting major organized drug trafficking activities.

In 2012, the Drug Enforcement Administration (DEA) stopped devoting resources to Methamphetamine lab cleanups, and it became the responsibility of the State. Almost simultaneously, the COPS Office Anti-Methamphetamine award provided the needed resources for Methamphetamine lab clean-up. The award funds provide supplies including lighting, substance analyzers and training for the agents that cleans the labs.

The number of overdose cases in North Carolina has been on the increase, therefore, the goal of SBI was to reduce the number of overdoses by impacting the drug trafficking organizations that operates in the state.

SBI partners with the District Attorney (DA) office, Federal Bureau of Investigation (FBI), and the Attorney General's office to prosecute cases identified during investigations. The Drug Investigation unit partners with the Department of Health and Human Service for statistics on drug cases to determine unintentional drug overdoses and the Attorney General's office prosecute the cases.

To ensure the wellness of SBI agents including sworn and non-sworn personnels that conducts investigations, the agency applied for the CPD awards and provided trainings on mental wellness to SBI employees and its partner agents. Peer Agent Response Team (PART) was created to allow agent in the same field provide mental wellness support to one another. The Agency's Responders Assistance Initiative provide free clinicians and advice to the agency's personnels and their immediate families.
SBI conducts joint investigations with local and federal partners agencies including the FBI, and task forces across the state. As a result of the joint efforts, there has been several arrests and seizures relating to illegal substance.

The goal of SBI is to support North Carolina law enforcement agencies in every capacity including retention, recruitment, and workplace diversification needed to be better police and law enforcement for the citizens. The agency hosts trainings and classes in-house to share knowledge and experiences on the field with other partner agencies. The funding received for training was used to support training activities and provide material to partner agencies.

SBI supports citizens during large protests to ensure peaceful protest and discourage criminal agitators. SBI agents identify agitators that are gearing for riots and monitors them to ensure safety of the citizens.The awarded cameras and mobile surveillance cameras can move with crowd to locate agitators and ensure their removal to ensure the people that protesting peacefully and safety of the people. The cameras serve as surveillance for agency's drug investigators that are informants purchasing narcotics to ensure safety of the officers. The cameras can be concealed in a way that the purchase can be recorded without the suspect knowing, and a lot of the cameras that were purchased under the grants are covert cameras that can be hidden in various devices including in cars and outside.

The recordings from the camera are used as evidence in court during prosecution.

In a subsequent discussion, Mrs. Okoli, discussed the financial, administrative, and programmatic review of the Department's awards with the attendees, and reviewed the award expenditures relating to the CPD, CAMP and AHTF awards and equipment purchased under the awards.

The site visit concluded with an exit interview with the attendees. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 3320 Garner Road Raleigh, NC, 27610

Title:
Phone: 9.19583e+009
Fax: (919) 662-4523
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 3320 Garner Road Raleigh, NC, 27610

Title:
Phone:
Fax: (919) 715-0389
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title: (b) (6)
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Policy Analyst / Grants Administration
Phone: (919) 582-8554

Site Visit Contact 2
Name: (b) (6)

Title: Information Technology Manager
Phone: (919) 582-8602

Site Visit Contact 3
Name: (b) (6)

Title: Special Agent in Charge / Diversion and Environmen
Phone: (336) 338-1516

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	NC124ZZ	**GRANTEE NAME:**	North Carolina Department of Public Safety
GRANT:	15JCOPS21GG02416SAHT		
AWARD AMOUNT:	$1,855,922.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-10-01	**END DATE:**	2024-09-30

Grant Award Requirements:

AHTF Award #15JCOPS-21-GG-02416-SAHT was awarded to the North Carolina Department of Public Safety in the amount of $1,855,922.00 in federal funds over a three-year (36-month) award-funding period to investigate illicit activities related to the distribution of heroin fentanyl, carfentanil, unlawful distribution of prescription opioids, or unlawful heroin and prescription opioid traffickers to foster statewide collaboration. The start date of this grant award is October 1, 2021, with an end date of September 30, 2024.

Comments:

During the site visit, a review was performed of Department's invoices, purchase orders, training expenditures, inventory records and other relevant financial documentation relating to expenditures under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - A compliance issue of unsupported cost was determined during the monitoring review. The Department did not provide adequate support for payments and expenditures under the award.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed

budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	NC124ZZ	**GRANTEE NAME:**	North Carolina Department of Public Safety
GRANT:	15JCOPS22GG01881AHTF		
AWARD AMOUNT:	$3,133,405.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-10-01	**END DATE:**	2025-09-30

Grant Award Requirements:

AHTF Award #15JCOPS-22-GG-01881-AHTF was awarded to the Department in the amount of $3,133,405 in federal funds over a three-year (36-month) award-funding period to investigate illicit activities related to the distribution of heroin fentanyl, and carfentanil, unlawful distribution of prescription opioids, or unlawful heroin and prescription opioid traffickers to foster statewide collaboration. The start date of the award is October 1, 2022, and an end date of September 30, 2025.

Comments:

During the site visit, a review was performed of Department's invoices, purchase orders, training expenditures, inventory records and other relevant financial documentation relating to expenditures under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - A compliance issue of unsupported cost was determined during the monitoring review. The Department did not provide adequate support for payments and expenditures under the award.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed

budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	NC124ZZ	**GRANTEE NAME:**	North Carolina Department of Public Safety
GRANT:	15JCOPS23GG01653AHTF		
AWARD AMOUNT:	$3,974,601.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2023-10-01	**END DATE:**	2026-09-30

Grant Award Requirements:

AHTF Award #15JCOPS-23-GG-01653-AHTF was awarded to the Department in the amount of $3,974,601 in federal funds over a three-year (36-month) award-funding period to investigate illicit activities related to the distribution of heroin fentanyl, and carfentanil, unlawful distribution of prescription opioids, or unlawful heroin and prescription opioid traffickers to foster statewide collaboration. There is no local match requirement. The start date of this award is October 1, 2023, with an end date of September 30, 2026.

Comments:

During the monitoring site visit, it was determined that the Department had not started implementing the above referenced grant award. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Comments - A compliance issue of unsupported cost was determined during the monitoring review. The Department did not provide adequate support for payments and expenditures under the award.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

COPS COMBINED GRANT

ORI: NC124ZZ **GRANTEE NAME:** North Carolina Department of Public Safety

GRANT: 2020AMWX0004

AWARD AMOUNT: $1,000,000.00

LOCAL MATCH: $0.00

SOURCE OF LOCAL MATCH (if applicable):

START DATE: 2020-07-01 **END DATE:** 2023-06-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

0 New Hires

0 Rehires – Previously Laid Off

0 Rehires – Scheduled for Layoffs

0 Uncategorized

Number of COPS-funded Positions Awarded: 0 FT 0 PT

Number of COPS-funded Positions Filled: 0 FT 0 PT

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☑ No

Date(s) of hire:

Not a hiring award.

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Grant Award Requirements:

CAMP Award #2020AMWX0004 was awarded to the Agency in the amount of $1,000,000 in federal funds over a three-year (36-month) award-funding period to provide funding to investigate illicit activities related to the manufacture and distribution of methamphetamine. There is no local match requirement for this award. The start date of this award is July 1, 2020, with an end date was extended till June 30, 2024.

Comments:

During the monitoring site visit, a review was conducted of the Agency's invoices, purchase orders, training expenditures, inventory records, and other relevant financial documentation relating to expenditures under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - A compliance issue of unsupported cost was determined during the monitoring review. The Department did not provide adequate support for payments and expenditures under the award.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - During the monitoring review, it was determined that the Department did not provide the requested invoices, and purchase orders.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	NC124ZZ	**GRANTEE NAME:**	North Carolina Department of Public Safety
GRANT:	2019HPWX0002		
AWARD AMOUNT:	$1,961,236.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2019-10-01	**END DATE:**	2021-09-30

Grant Award Requirements:

AHTF Award #2019HPWX0002 was awarded to the Department in the amount of $1,827,434.54 in federal funds over a two-year (24-month) award-funding period to investigate illicit activities related to the distribution of heroin or unlawful distribution of prescriptive opioids, or unlawful heroin and prescription opioid traffickers, through statewide collaboration. There is no local match requirement. The start date of this award is October 1, 2019, with an end date of September 30, 2021

Comments:

During the site visit, a review was performed of Department's invoices, purchase orders, training expenditures, inventory records and other relevant financial documentation relating to expenditures under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - A compliance issue of unsupported cost was determined during the monitoring review. The Department did not provide adequate support for payments and expenditures under the award.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed

budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - During the monitoring review, it was determined that the Department did not provide the following requested documents: Invoices, and Purchase Orders.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	NC124ZZ	**GRANTEE NAME:**	North Carolina Department of Public Safety
GRANT:	2020CKWX0001		
AWARD AMOUNT:	$99,850.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2020-08-01	**END DATE:**	2021-07-31

Grant Award Requirements:

CPD-MG Award #2020CKWX0001 was awarded to the Agency in the amount of $99,850 in federal funds over a one-year (12-month) award-funding period to develop the capacity of law enforcement to implement community policing strategies by providing guidance on promising practices through the development and testing of innovative strategies. There is no local match requirement for this award. The start date of this award is August 1, 2020, with an end date of July 31, 2021.

Comments:

During the site visit, a review was performed of Department's invoices, purchase orders, training expenditures, inventory records and other relevant financial documentation relating to expenditures under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - A compliance issue of unsupported cost was determined during the monitoring review. The Department did not provide adequate support for payments and expenditures under the award.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed

budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - During the monitoring review, it was determined that the Department did not provide the requested invoices, and purchase orders.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	NC124ZZ	**GRANTEE NAME:**	North Carolina Department of Public Safety
GRANT:	2020HPWX0013		
AWARD AMOUNT:	$1,062,770.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Grant Award Requirements:

AHTF Award #2020HPWX0013 was awarded to the Department in the amount of $1,062,770 in federal funds over a three-year (36-month) award-funding period to investigate illicit activities related to the distribution of heroin or unlawful distribution of prescriptive opioids, or unlawful heroin and prescription opioid traffickers, through statewide collaboration. There is no local match requirement. The start date of this award is July 1, 2020, with an end date of June 30, 2023.

Comments:

During the site visit, a review was performed of Department's invoices, purchase orders, training expenditures, inventory records and other relevant financial documentation relating to expenditures under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - A compliance issue of unsupported cost was determined during the monitoring review. The Department did not provide adequate support for payments and expenditures under the award.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - During the monitoring review, it was determined that the Department did not provide the requested invoices, and purchase orders.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

COPS COMBINED GRANT

ORI: NC124ZZ **GRANTEE NAME:** North Carolina Department of Public Safety

GRANT: 2020AMWX0004

AWARD AMOUNT: $1,000,000.00

LOCAL MATCH: $0.00

SOURCE OF LOCAL MATCH (if applicable):

START DATE: 2020-07-01 **END DATE:** 2023-06-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

0 New Hires

0 Rehires – Previously Laid Off

0 Rehires – Scheduled for Layoffs

0 Uncategorized

Number of COPS-funded Positions Awarded: 0 FT 0 PT

Number of COPS-funded Positions Filled: 0 FT 0 PT

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☑ No

Date(s) of hire:

Not a hiring award.

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Grant Award Requirements:

CAMP Award #2020AMWX0004 was awarded to the Agency in the amount of $1,000,000 in federal funds over a three-year (36-month) award-funding period to provide funding to investigate illicit activities related to the manufacture and distribution of methamphetamine. There is no local match requirement for this award. The start date of this award is July 1, 2020, with an end date was extended till June 30, 2024.

Comments:

During the monitoring site visit, a review was conducted of the Agency's invoices, purchase orders, training expenditures, inventory records, and other relevant financial documentation relating to expenditures under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - A compliance issue of unsupported cost was determined during the monitoring review. The Department did not provide adequate support for payments and expenditures under the award.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - During the monitoring review, it was determined that the Department did not provide the requested invoices, and purchase orders.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 5/29/24.

Supervisor Approval:

Marcia Jackson

U.S. Department of Justice
Office of Community Oriented Policing Services
COPS
Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: LaToya Pickett-Bell
Management Analyst

Subject: Northern Mariana Islands, Commonwealth of/ MP001ZZ

Date: 7/18/2024 3:21:00 PM

I. Overview of Site Visit

On Thursday, April 11-12, 2024, Management Analyst LaToya Pickett-Bell conducted a joint grant monitoring site visit with the Department of Public Safety for the Commonwealth of the Northern Mariana Islands ("the Department"). Mrs. Pickett-Bell was accompanied by the following OCFO staff: Staff Accountant Jerry Chandler, Jennifer Kelso, and Brandon Wells.

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following awards were reviewed as part of the COPS monitoring review: CHP Awards #2020UMWX0029, #15JCOPS-21-GG-03393-UHPX and CHP Award #15JCOPS-22-GG-03537-UHPX.

Mrs. Pickett-Bell conducted an entrance interview with the following attendees: (b) (6) and Commissioner (b) (6) . (b) (6) of OJP participated during the entrance conference.

During this initial portion of the site visit, Mrs. Pickett-Bell provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda. Following, Mr. Chandler explained the purpose of the OCFO's financial monitoring of the awards selected for the review to include awards funded by other program offices.

The visit began with Mr. Chandler conducting a financial review of their awards inclusive of a financial checklist. The checklist is based on a review of the Department's overall financial standing such as recordkeeping, safeguarding practices, as well as assessing its financial policies and procedures. Further, Mr. Chandler conducted a random sampling of their accounts to include salaries and fringe benefits, payroll records, and assessing their financial accounting system.

Following Mr. Chandler's review, Mrs. Pickett-Bell discussed the Department's community policing and crime reduction efforts specifically addressing the roles of the SROs funded under the 2020 CHP award and the violent crime problems such as assaults, burglaries, and drugs occurring within the Island in which they intended to focus their efforts on under the 2021 and 2022 CHP awards.

During the review, Mrs. Pickett-Bell was unsuccessful in assessing their community policing efforts as the Department did not provide the Staff to address these matters. Specifically, (b) (6) explained that they were recently assigned to the award no greater than two (2) months prior by Director Kay Inos and are unaware of the programmatic requirements of the awards. However, (b) (6) indicated that the Department pulled all the SROs from the school but did not elaborate as to the reasoning or offered any further explanation.

In a subsequent discussion, Mrs. Pickett-Bell, discussed the administrative and programmatic review of the Department's awards with (b) (6) . At the time of the visit, Mrs. Pickett-Bell was unable to conduct a thorough review of their hiring of the officers as they did not provide personnel forms for the officers that were assigned to the CHP 2020 and 2021 awards. At the time of the visit, the Department had not begun implementing the 2022 CHP award.

The Department did not plan or prepare for us to partake in a community policing tour.

The site visit concluded with an exit interview with aforementioned individuals. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: P.O. Box 500791 Saipan, MP, 96950

Title: Commissioner
Phone: (670) 664-9022
Fax: (670) 664-9027
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: P.O. Box 500791 Saipan, MP, 96950

Title: Governor
Phone: (670) 664-2280
Fax: (670) 664-2313
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Director
Phone:

Site Visit Contact 2
Name: (b) (6)

Title: Federal Program Coordinator
Phone: (670) 286-0861

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	175
Actual Staffing Level from Oldest Hiring Grant Application	175

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	MP001ZZ	**GRANTEE NAME:**	Northern Mariana Islands, Commonwealth of
GRANT:	15JCOPS21GG03393UHPX		
AWARD AMOUNT:	$672,727.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

8 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☑ Other Violent Crime Problem (please specify):

Burglary and theft/drugs

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☑ Other Violent Crime Problem (please specify):

Burglary and theft/drugs

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☑ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

At the time of the site visit, Management Analyst LaToya Pickett-Bell was unable to determine if the agency was addressing this problem area to the agency staff members attending the visit was uncertain of the officers roles.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions: 8 FT PT

Total Number of COPS Positions Hired:	8	FT		PT
Total Number in academy:		FT		PT
Total Number on the Street:	8	FT		PT
Total Number of COPS Funded Positions Vacant:		FT		PT
Total Number of Local Vacant Positions	25	FT		PT

Dates Vacant Positions will be Filled: Ongoing Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Chart

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

At the time of the site visit, agency staff was unable to confirm the officers assignments.

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03393-UHPX was awarded to the Department in the amount of $672,727 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for eight (8) new-hire full-time sworn career law enforcement officers. Funding under this program will support three (3) years of officer or deputy salaries within a five-year period of performance to accommodate time needed for recruitment and hiring. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is October 1, 2021, with an end date of September 30, 2026.

Comments:

During the site visit, Management Analyst LaToya Pickett-Bell conducted a review of the Department's budgeted and actual staffing levels and hiring of the sworn
officer positions. CFO Staff Accountant Jerry Chandler conducted the financial review of the agency's awards. Mrs. Pickett-Bell was unable to conduct a 3.0 Community Policing Review as part of the community review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by reduction in force was identified. It was identified that the Department experienced a reduction in force in FY 2022 by four (4) positions.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - It was determined that the Department experienced local vacancies during the course of the award implementation during the following fiscal years: three (3) vacancies FY 19, nine (9) in FY 20, twelve (12) in FY 21, eight (8) in FY 22, eighteen (18) in FY 23, and twenty-five (25) in FY 24.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - The agency failed to provide copies of redacted* personnel orders for the officers that were hired under the 2020 and 2021 awards.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears not to be implementing their community policing strategies as described in their award application. A potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - During the site visit, I was unable to assess the Department's community policing strategies under the awards. Specifically, during this portion of the review, the staff was unable to speak to the community policing efforts or corroborate the problem solving, organizational transformation and partnerships. Consequently, I am unable to corroborate the agency 's compliance with the community policing requirements.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI:	MP001ZZ	**GRANTEE NAME:**	Northern Mariana Islands, Commonwealth of
GRANT:	15JCOPS22GG03537UHPX		
AWARD AMOUNT:	$756,819.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-10-01	**END DATE:**	2027-09-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

9 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☑ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☑ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

At the time of the visit, the award had not been implemented.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	9	FT	PT
Total Number of COPS Positions Hired:		FT	PT

Total Number in academy:		FT	PT
Total Number on the Street:		FT	PT
Total Number of COPS Funded Positions Vacant:	9	FT	PT
Total Number of Local Vacant Positions	25	FT	PT

Dates Vacant Positions will be Filled: Ongoing Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☐ No

Date(s) of hire:

At the time of the visit, the award had not been implemented.

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

At the time of the visit, the award had not been implemented.

Grant Award Requirements:

CHP Award #15JCOPS-22-GG-03537-UHPX was awarded to the Department in the amount of $756,819 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for nine (9) new-hire full-time sworn career law enforcement officers. Funding under this program will support three (3) years of officer or deputy salaries within a five-year period of performance to accommodate time needed for recruitment and hiring. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is October 1, 2022, with an end date of September 30, 2027.

Comments:

During the site visit, staff was informed by the grantee that the award had not been implemented and therefore a financial and administrative review was not performed. Ms. Pickett-Bell was unable to conduct a COPS 3.0 Community Policing Review as part of the community policing review due to the grantee's failure to demonstrate its community policing efforts under the award.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by reduction in force was identified. It was identified that the Department experienced a reduction in force in FY 2022 by four (4) positions.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - It was determined that the Department experienced local vacancies during the course of the award implementation during the following fiscal years: three (3) vacancies FY 19, nine (9) in FY 20, twelve (12) in FY 21, eight (8) in FY 22, eighteen (18) in FY 23, and twenty-five (25) in FY 24.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI:	MP001ZZ	**GRANTEE NAME:**	Northern Mariana Islands, Commonwealth of
GRANT:	2020UMWX0029		
AWARD AMOUNT:	$716,268.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

8 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

SRO

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

SRO

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☑ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Agency explained that the officers have been assigned to patrol but did not provide any further information.

Total Number of COPS Funded Positions: 8 FT PT

Total Number of COPS Positions Hired:	8	FT	PT
Total Number in academy:		FT	PT
Total Number on the Street:	8	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions	25	FT	PT

Dates Vacant Positions will be Filled: Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Dates of Hire Chart.

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The administrative staff stated that the officers were moved from SRO to patrol but could not further elaborate.

Grant Award Requirements:

CHP Award #2020UMWX0029 was awarded to the Department in the amount of $716,268 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for eight (8) new-hire full-time sworn career law enforcement officers. The allowable costs for which the Department's award has been approved are limited to those listed on the approved Financial Clearance Memo (FCM), which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is July 1, 2020, and the end date was extended to April 30, 2024.

Comments:

During the site visit, Management Analyst LaToya Pickett-Bell conducted a review of the Department's budgeted and actual staffing levels and hiring of the sworn
officer positions. CFO Staff Accountant Jerry Chandler conducted the financial review of the agency's awards. Mrs. Pickett-Bell was unable to conduct a 3.0 Community Policing Review as part of the community review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by reduction in force was identified. It was identified that the Department experienced a reduction in force in FY 2022 by four (4) positions.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - It was determined that the Department experienced local vacancies during the course of the award implementation during the following fiscal years: three (3) vacancies FY 19, nine (9) in FY 20, twelve (12) in FY 21, eight (8) in FY 22, eighteen (18) in FY 23, and twenty-five (25) in FY 24.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was

also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - At the time of the visit, the agency failed to provide: • For the COPS-funded officers who have successfully completed or are currently within the retention period, please provide supporting documentation (i.e. T&A sheet and payroll records from the Department's accounting system) confirming their continued employment as a locally-funded officer(s) during the required 12-month retention period following the 36-months of award implementation and, • Please include copies of redacted* personnel orders for the officers that were hired under the 2020 and 2021 awards.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears not to be implementing their community policing strategies as described in their award application. A potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - During the site visit, I was unable to assess the Department's community policing strategies under the awards. Specifically, during this portion of the review, the staff was unable to speak to the community policing efforts or corroborate the problem solving, organizational transformation and partnerships. Consequently, I am unable to corroborate the agency 's compliance with the community policing requirements.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Under the 2020 award, the Department indicated that its problem area focus would be for School Resource Officers (SRO) under School Based Policing. During our review, the Department explained that the officers were all removed from the schools and placed into Patrol. As a reminder, prior to changing a focus area, recipients are required to receive prior written approval from the COPS Office. The Department has been instructed to submit a retroactive modification in JustGrants addressing the change in focus from the original identified problem.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 7/18/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Monique Bolton

Grant Management Specialist

Subject: OK Bureau of Narcotics and Dangerous Drugs Control/ OK05520

Date: 2/14/2024 3:56:00 PM

I. Overview of EOBGR

On December 12, 2023, Grant Monitoring Specialist Mrs. Bolton conducted an Enhanced Office Based Grant Review (EOBGR) with the Oklahoma State Bureau of Narcotics and Dangerous ("the Department"). The purpose of the EOBGR is to stay in compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant awards were reviewed: COPS Office Anti-Heroin Task Force Program 15JCOPS-22-GG-01887-AHTF.

Mrs. Bolton conducted an entrance interview with the Oklahoma State Bureau of Narcotics and Dangerous, (b) (6)
During this initial portion of the EOBGR, Mrs. Bolton provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.
After opening remarks and introductions, Mrs. Bolton discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Mrs. Bolton was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the AHTF award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The Oklahoma State Bureau of Narcotics and Dangerous (OBNDDC) discussed their drug trafficking issues in Oklahoma that are largely coordinated through various gangs in the Oklahoma's prison system. The funding from this grant has assisted in addressing this issue by creating multiple partnerships that include Oklahoma Department of Corrections (DOC). This agency was able to create a Watch center with grant funding. The Watch Center is available 24 hours a day and provides case support to both internal investigators and external law enforcement agencies.

This award has also allowed OBNDDC to develop the Peer Team. The Peer Team provides support to OBNDDC employees and their families during critical incidents, on the job injuries, and other circumstances as needed.

In a subsequent discussion, Mrs. Bolton discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's AHTF grant award. During the discussion, Mrs. Bolton reviewed the salaries and fringe benefits, budget expenditures, and other relevant financial documentation for the grant award.

The EOBGR concluded with an exit interview with Donnie Anderson. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 419 NE 38th Terrace Oklahoma City, OK, 73105

Title: Director
Phone: (405) 521-2885
Fax: (405) 530-3823
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 419 NE 38th Terrace Oklahoma City, OK, 73105

Title: Governor
Phone: (405) 522-8832
Fax:
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title: (b) (6)
Phone
Fax:
Email:

Site Visit Contact 1
Name (b) (6)

Title:
Phone: (405) 530-3128

Site Visit Contact 2
Name: (b) (6)

Title: Manager
Phone: (405) 530-3132

Site Visit Contact 3
Name: (b) (6)

Title: Chief Agent
Phone: (800) 522-8031

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	OK05520	**GRANTEE NAME:**	OK Bureau of Narcotics and Dangerous Drugs Control
GRANT:	15JCOPS22GG01887AHTF		
AWARD AMOUNT:	$1,365,867.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):	No local match		
START DATE:	2022-10-01	**END DATE:**	2025-09-30

Grant Award Requirements:

AHTF Award #15JCOPS-22-GG-01887-AHTF was awarded to the Department in the amount of $1,383,267.00 in federal funds over a three-year/36-month award funding period to investigate illicit activities related to the distribution of heroin or unlawful distribution of prescription opioids. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The start date of this grant award is October 1, 2022, and the end date was extended to September 30, 2025.

Comments:

During the EOBGR, a review was performed of the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award. Mrs. Bolton conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable,

consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

COPS COMBINED GRANT

ORI:	OK05520	**GRANTEE NAME:**	OK Bureau of Narcotics and Dangerous Drugs Control
GRANT:	15JCOPS21GG02405SMET		
AWARD AMOUNT:	$1,934,307.00		
LOCAL MATCH:	$0.00		

SOURCE OF LOCAL MATCH (if applicable):

START DATE:	2021-10-01	**END DATE:**	2024-09-30

Waiver Granted:

☐ Yes ☐ No

☐ Full ☐ Partial

Category of COPS-funded Positions:

New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Number of COPS-funded Positions Awarded:	FT	PT
Number of COPS-funded Positions Filled:	FT	PT

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☑ No

Date(s) of hire:

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Grant Award Requirements:

(CAMP) Awards #15JCOPS-21-GG-02405-SMET was awarded to the Department in the amount of $1,974,307.00 in federal funds over a three-year/36-month award funding period to investigate illicit activities related to the manufacture and distribution of methamphetamine. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The start date of this award is October 1, 2021, and the end date was extended to September 30, 2024.

Comments:

During the EOBGR, a review was performed of the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award. Monique Bolton conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 2/14/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Tammy Richardson
Grants Management Specialist

Subject: Ontario, City of/ CA03607

Date: 5/7/2024 12:21:00 PM

I. Overview of EOBGR

On Thursday, March 28, 2024, Grants Management Specialist Tammy Richardson conducted an Enhanced Office Based Grant Review (EOBGR) the City of Ontario Police Department ("the Department").

The purposes of the EOBGR were to assess compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant award were reviewed: COPS Hiring Program (CHP) Award #15JCOPS-22-GG-03466-UHPX.

Mrs. Richardson conducted an entrance interview with the following attendees: Chief of Police (b) (6), Police Captain (b) (6), Police Administrative Director (b) (6), Police Lieutenant (b) (6), Police Sr. Management Analyst (b) (6), Police Detective (b) (6), Human Resources Analyst (b) (6), Administrative Specialist (b) (6), Accounting Supervisor (b) (6). During this initial portion of the EOBGR, Mrs. Richardson provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Richardson discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Mrs. Richardson was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP grant awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

Prior to the EOBGR, the Department provided Mrs. Richardson with supporting documentation, which demonstrated their efforts to address building trust in the community as identified in their award application.

Chief (b) (6) stated that the funding from the COPS Office has allowed them to hire additional officers to increase community engagement which is vital to build a positive rapport and trust with the community. These efforts will assist with facilitating dialogue, transparency, and a unified message.

Chief (b) (6) explained that in an effort to build trust within the community, the community as a whole must work towards public safety as a common goal which requires trust in law enforcement. Part of the opportunity to build trust in the community stems from personal relationships with the officers, to include having them available as a part of everyday life, not just during conflicts, because people are less likely to have biases against groups with which they have had positive experiences. This results in a safer community, inclusive of the safety of officers themselves.

The Department further explained the homeless crisis is an issue that is affecting people from every region of the nation. They recognize that traditional policing methods have been ineffective at reducing the number of people experiencing homelessness and have not provided a well-rounded approach designed to meet their diverse needs. The Department has renamed their COPS team to the Community Engagement Team (CET), shifting the focus to a collaborative community-based approach. CET is the branch of the Department that deals most often with those experiencing homelessness. They employ a collaborative approach with City and County partners to provide housing, mental health resources, and drug/alcohol addiction diversion programs. Officers work alongside these partners in the field to address the overall needs of each person. CET officers work diligently to build legitimacy and trust with members of the community by focusing on non-enforcement solutions when possible. One example is the Department's partnership with the San Bernardino County Department of Behavioral Health which has imbedded two social workers within the CET unit. These social workers respond alongside sworn officers to ensure immediate and appropriate resources are offered. Additionally, officers assigned to CET work directly with business and community leaders. Blight and debris associated with those who are unsheltered can cause financial, logistical, and safety concerns for property owners, residents, and workers. Officers participate in community and business-based meetings to discuss concerns, share public safety information, and work collaboratively to offer resources and alternative solutions.

The Department has also focused enforcement resources on efforts that have made a significant impact on gun violence which is at the core of problems plaguing the city. The Department implemented a Directed Patrol Committee (DPC) that meets with the community regularly to dissect the problems that provoke gun violence in the city. This has allowed the community an opportunity to be part of the solution which also aids in the commitment to listen, learn, gain perspective, and collaborate with the community around the shared values of safety and trust. The DPC gathers information which is used to initiate a directed patrol operation that increases the number of officers that proactively patrol the problem areas with high gun and gang violence.

The DPC has helped immensely increase trust and transparency between law enforcement officers and the community, giving the opportunity for two-way conversation and education. As a result of their efforts, community members are more willing to share information regarding the issues plaguing their neighborhood. Lastly, the officer presence in the problem areas has led to a reduction of gun violence.

In a subsequent discussion, Mrs. Richardson discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the

Department's CHP grant award. During the discussion, Mrs. Richardson reviewed the salaries and fringe benefits.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 2500 South Archibald Avenue Ontario, CA, 91761

Title:
Phone: (909) 395-2352
Fax: (909) 395-2797
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 2500 South Archibald Avenue Ontario, CA, 91761

Title:
Phone: (909) 395-2352
Fax: 909-395-2189
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Accounting Supervisor
Phone: (909) 395-2991

Site Visit Contact 2
Name: (b) (6)

Title: Administrative Specialist
Phone: (909) 395-2956

Site Visit Contact 3
Name: (b) (6)

Title: Human Resources Analyst
Phone: (909) 395-2198

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	302
Actual Staffing Level from Oldest Hiring Grant Application	257

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	CA03607	**GRANTEE NAME:**	Ontario, City of
GRANT:	15JCOPS22GG03466UHPX		
AWARD AMOUNT:	$1,250,000.00		
LOCAL MATCH:	$3,081,984.90		
SOURCE OF LOCAL MATCH (if applicable):	General Funds - local match requirement is $3,081,984.90		
START DATE:	2022-10-01	**END DATE:**	2027-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

10	New Hires
0	Rehires – Previously Laid Off
0	Rehires – Scheduled for Layoffs
	Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Officers have been deployed to address the rise in illegal firearms and street level narcotics plaguing the citizens and homeless within the city. The Department has found a rise in weapons related violent crimes and narcotic use amongst the homeless population.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Person In Crisis - Homelessness

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Person in Crisis -Homelessness

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Officers have contacted approximately 160-180 transients, some of which have been repeat contacts. They've all been offered resources, however, many of them have denied wanting them. Officers work alongside San Bernardino County Department of Behavioral Health in the field to address the overall needs of each person. Officers are working diligently to build legitimacy and trust with members of the community by focusing on non-enforcement solutions.

Total Number of COPS Funded Positions:	10	FT	0	PT
Total Number of COPS Positions Hired:	10	FT	0	PT
Total Number in academy:	0	FT	0	PT
Total Number on the Street:	10	FT	0	PT
Total Number of COPS Funded Positions Vacant:	0	FT	0	PT
Total Number of Local Vacant Positions	2	FT	0	PT

Dates Vacant Positions will be Filled: Agency is actively trying to recruit. Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See enclosed Dates of Hire and Retention Chart.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Officers will be addressing primarily the homelessness issues through our Community Engagement Team and officers will be utilized in patrol (as liaisons) to address the rise in illegal firearms and street level narcotics plaguing the citizens and homeless within the city.

Grant Award Requirements:

CHP Award #15JCOPS-22-GG-03466-UHPX was awarded to the Department in the amount of $1,250,000. The funding under this project is for the payment of three years (36 months) of approved full-time entry-level salaries and fringe benefits during the five-year (60 months) period of performance for ten (10) new-hire full-time sworn career law enforcement officers. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $3,081,984.90. The start date of this award is October 1, 2022, with an end date of September 30, 2027.

Comments:

During the EOBGR, a review of the City of Ontario Police Department staffing levels, salary and fringe benefits payments and the hire dates with sworn officers hired under the above referenced award program. Grants Management Specialist, Tammy Richardson conducted a 3.0 Community Policing Review as part of the community review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staff Chart, a compliance issue for supplanting by reduction in force was identified. The Department experienced twenty-nine (29) reductions in force in FY22 after receiving this award. Agency supplied documentation to support it would have experienced a reduction-in-force even if it had not received COPS hiring award.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staff Chart, a compliance issue for supplanting for failure to fill local vacancies was identified. The Department experienced: forty-five (45) local vacancies in FY 2021, four (4) in FY 2023, and two (2) in FY 2024. Agency supplied documentation to support that the locally-funded vacancies were not related to the receipt of the CHP award funding and therefore would have occurred even in the absence of the CHP award funding.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly

Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 5/7/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Verlena Braxton

Grant Management Specialist

Subject: Osceola, County of/ FL151ZZ

Date: 8/8/2024 3:11:00 PM

I. Overview of EOBGR

On May 8, 2024, Grant Management Specialist Ms. Verlena and Lead Grant Program Specialist Andrea Little conducted an Enhanced Office Based Grant Review (EOBGR) with the Osceola, City of ("the Department"). The purposes of the EOBGR were to assess compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant award was reviewed: COPS Hiring Program (CHP) Award #15JCOPS-21-GG-04693-UHPX.

Ms. Braxton and Ms. Little conducted an entrance interview with Grant Award Administrator (b) (6) , Financial Manger (b) (6) , Mr. Mendez, (b) (6) , Director of Finance and Human Resources (b) (6) , and Director of Student Services (b) (6) and (b) (6) . Ms. Braxton and Ms. Little provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Braxton discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Ms. Braxton was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP grant award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

Ms. Little recited the Departments project as identified in their performance report and application narrative for the awarded Violent Crime Problems to provide community policing services throughout the City of Osceola. Ms. Little then explained the community policing commitment to building trust and mutual respect between police and communities. Ms. Little also defined the 3 key components of community policing as Organizational Commitment, Problem Solving, and Community Partnerships.

Captain (b) (6) engaged in the conversation by stating that the police department established multiple partnerships within Osceola County. They have an Intelligence Unit within the Sheriff's Office that monitors and tracks crime trends for all crimes throughout the county. This unit tracks recurring suspects for those individuals that continue to do crimes repeatedly. They have also partnered with the Juvenile Department of Probation who receives all the kids that get charged with crimes in Osceola County. Their biggest trend related to juveniles were vehicle burglaries. They began to see within those arrests were juveniles that had been in and out of the system for an extended period. Also, there were some kids that had never been in trouble before start to get mixed up with the wrong crowd. The department monitored those students that were currently on probation. The goal was to prevent kids from ending up in trouble. Officer (b) (6) stated that when kids have too much time on their hands, they get in trouble. Crimes like shoplifting from your local Walmart has significant consequences. They tried to think of ways to influence the kids and reach them before things got out of hand. They started reaching them through athletic endeavors. The Department created their own Football League (the Defenders). Aside from the deputies being paid though the grant, a lot of these programs are by donations from the community. Both businesses and churches donate to the Sheriff's Office to keep these programs running. They cannot utilize County funds for these programs. Everything that is done for the kids is free to the community. However, this is based on donations from the community. January will be the second season for our Flag Football team. The football season is from August to January. The highlight game was in Disneyland, FL. At the end of the season, the kids played in the World Conference with other teams that participated at ESPN.

The Juvenile Outreach Division (JOD) has a Soccer and Baseball camp. Last summer pro baseball players and retired coaches came out and donated their time to the kids. Through donations, they were able to purchase uniforms and sporting equipment during camp. They also received free food from our local supermarket. The department works with the SROs that are not a part of our unit but a part of the schools. They follow-up with every kid that comes through the Juvenile Unleashing Maximum Potential (JUMP). JUMP challenges and educates at risk-juveniles on the verge of expulsion from public school system. There were 60 kids that attended the baseball camp. The department partnered with the local church and had soccer games on their land.The professional basketball team, the Orlando Magic are providing coaches for them. A gym was donated to them to use for the sporting activities. There was three days of professional training provided by the deputies. The minor league provided coaches for them. Again, all these services are free. The department partners with three Boys and Girls Club chapters in the county.

The kids Interact with the officers and have one on one time where they are free to speak about anything that is on their minds. Our organization is about more than taking people to jail. They try to get the older kids recruited by getting them part time jobs if they stay in school. They encourage positive interaction between the COPS and the students. They try to keep the kids busy to reduce the number of crimes created by juveniles when they are out of school. Holidays and summertime are when crime spikes. When schools out of session, crime goes up such as shoplifting and burglaries of vehicles and residents. Toys for Tots donates toys to them. The toy donations are used to draw kids out. Toys for Tots also provided books and lots of things that the kids need.

The department partners with charities during the distribution events. They also created their own distribution events in our parking lots and facilities. These events have been going on for about three years.Last year, they hosted 20 toy distribution events inside and outside of the county.Last summer, the department began the process for the Juvenile Unleashing Maximum Potential (JUMP). They partnered with the school district which has a lot of kids that are in the criminal justice system. They try to catch them before they get in trouble.The partnership with the school district included a mentor program. They partner with Osceola

corrections, school district, and Mothers Against Drunk Driving. There were 289 children that attended the JUMP program. We partner with the Kirkland Foundation in rural area. The foundation has horse stables, nature trails and natural lakes. The officers take the kids there and spend the entire day by teaching different subjects. They have Mental health coordinators. Some of the kids there are on the verge of expulsion, and some are just coming from the churches. We tailor classes to them. The department engages in physical activities like the Mini Boot Camp. The kids end up bonding with the officers at the end of the day. The officers will follow-up with them at their schools to see how they are progressing. They meet with the kids during lunch period or after school hours.

(b) (6) continued the discussion by describing the students in her district. One school district had 700 students that were recommended for expulsion. Many of the students ended up in an alternative school. Most of the students in the alternative schools were not there for serious offenses. A lot of them had repetitive behavior that disrupted the learning environment. The students are getting into fights. There are thousands of students in most Florida schools. There is not an opportunity for the staff member to build the type of relationships needed to help these kids because so much is put on grades and test scores. Learning does not happen if children don't feel safe and have their basic needs met. Her goal was to find something for the kids other than suspended them or expulsion. She met with the sheriff's office, and they introduced her department to JUMP. The goal of the Sheriff's office is to reach out to as many kids as possible. Some come from households where the kids are living in hotels. Many of them are immigrants with low paying jobs.Spending the day with the students helps them to reflect on troubling issues such as anger management.

To complete community policing discussions, Ms. Little recapped highlights of their discussion points to acknowledge the Department's efforts to address the Violent Crime Problems through the examples of diverse community relations and partnerships.

In a subsequent discussion, Ms. Braxton discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's CHP grant award. During the discussion, Ms. Braxton reviewed the invoices, purchase orders, expenditures, inventory records and other relevant financial documentation for the grant award. During the review discussion, Ms. Braxton provided technical assistance for the financial documentation and programmatic documentation.

The EOBGR concluded with an exit interview with the individuals. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 1 Courthouse Square Kissimmee, FL, 34741

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 1 Courthouse Square Kissimmee, FL, 34741

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name: (b) (6)

Title: (b) (6)
Phone
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Director of Student Services
Phone:

Site Visit Contact 2
Name (b) (6)

Title: Captain
Phone:

Site Visit Contact 3
Name: (b) (6)

Title: Entity Administrator
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	475
Actual Staffing Level from Oldest Hiring Grant Application	454

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	FL151ZZ	**GRANTEE NAME:**	Osceola, County of
GRANT:	15JCOPS21GG04693UHPX		
AWARD AMOUNT:	$500,000.00		
LOCAL MATCH:	$533,925.00		
SOURCE OF LOCAL MATCH (if applicable):	General Fund and the local match is $533,925.		
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

4	New Hires
0	Rehires – Previously Laid Off
0	Rehires – Scheduled for Layoffs
0	Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☑ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☑ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The agency is addressing the identified problems by keeping the students engaged in productive activities such as the Football League and soccer and baseball camps.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☑ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☑ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Osceola County Juvenile Outreach Division collaborates with the Osceola County School Board, providing insight into juvenile offenses and referrals, which deputies directly address through the JUMP program. The topics include the following: anti-bully, Drug use, Internet safety and Sexting, anger management, and impulse control. After completing the program, deputies routinely follow up with the participants to check their progress and reinforce the positive relationship with law enforcement. Deputies also meet or call the participants' parents to inquire into the juvenile's progress and conditions at home, which also plays an integral part in their success.

Total Number of COPS Funded Positions:	4	FT	0	PT
Total Number of COPS Positions Hired:	4	FT	0	PT
Total Number in academy:	0	FT	0	PT
Total Number on the Street:	4	FT	0	PT
Total Number of COPS Funded Positions Vacant:	0	FT	0	PT
Total Number of Local Vacant Positions	40	FT	0	PT

Dates Vacant Positions will be Filled: unknown Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

They implemented the Osceola County Police Athletic League Program, and conducted a Baseball Camp for Youth. Implemented a new Juvenile Unleashing Maximum Potential Program with over 225 juveniles that attended with an average of two classes per week.

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-04693-UHPX as awarded to the Department in the amount of $500,000,00 in federal funds over a three-year/36-month award funding period for approved entry-level salary and fringe benefits for (4) new-hire full-time sworn career law enforcement officers, (2) rehire officers who have been laid off, or (3) scheduled to be laid off. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $533,925,00. The start date of this grant award is October 1, 2021, to September 30, 2026.

Comments:

During the EOBGR, a review was performed of the Department's staffing levels, salary and fringe benefits, payments and hiring dates of the sworn officers hired under the above-mentioned grant award program. Ms. Braxton conducted a COPS 3.0. Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. Based on the initial review of these documents, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - In reviewing the Dates of Hire and Retention Worksheet provided by the agency on April 24, 2024, the department hired two veteran officers in 2019. Officer (b) (6) was hired on September 27, 2019 and Officer (b) (6) was hired on August 19, 2019. They were not hired as NEW hires.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by local vacancies was identified. FY20 (62) vacant positions, FY21 (21) vacant positions, FY22 (17) vacant positions, FY23 (14) vacant positions, and Current (40) vacant positions.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues

were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Comments - In reviewing the Dates of Hire worksheet provided on April 24, 2024, the department hired two veteran officers in 2019. Officer (b) (6) was hired on September 27, 2019, and Officer (b) (6) was hired on August 19, 2019. Both officers were hired as veteran officers and not NEW Hires.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 8/8/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Delka Gee

Lead Grant Program Specialist

Subject: Pima County Sheriff's Department/ AZ01000

Date: 2/14/2024 3:32:00 PM

I. Overview of EOBGR

On December 12, 2023, Lead Grant Program Specialist Ms. Gee conducted an Enhanced Office Based Grant Review (EOBGR) with the Pima County Sheriff's Department ("the Department"). The purposes of the EOBGR were to assess compliance with the COPS grant award regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant awards were reviewed: COPS Hiring Program (CHP) Awards #15JCOPS-22-GG-03412-UHPX, and #2020ULWX0016.

Ms. Gee conducted an entrance interview with Chief Financial Advisor (b) (6) Finance Administrator (b) (6) , Captain (b) (6) , Lieutenant (b) (6) (b) (6) , Sergeant (b) (6) , Captain (b) (6) , Captain (b) (6) and Grants Manager (b) (6) During this initial portion of the EOBGR, Ms. Gee provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Gee discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Ms. Gee was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP grant awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The Department detailed its various community policing efforts, including the creation of the Directed Patrol Central unit to focus on quality-of-life issues that are of greatest concern to the community. The Department also created a new patrol district to provide better response capabilities to remote areas of the county, and explained how the district deputies use Mission-Oriented Policing Projects (MOPPs) to identify, address, and reduce or correct issues. In addition, the Department partners with local leaders in the community to attend community events, HOA meetings, and provide community safety presentations.

In a subsequent discussion, Ms. Gee discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's CHP grant awards. During the discussion, Ms. Gee reviewed the salaries, fringe benefits, other relevant financial documentation for each grant award.

The EOBGR concluded with an exit interview with Chief Financial Advisor (b) (6) Finance Administrator (b) (6) and Grants Manager (b) (6) . A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 1750 East Benson Highway Tucson, AZ, 85714

Title: Sheriff
Phone: (520) 351-4701
Fax: (520) 351-4789
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 1750 East Benson Highway Tucson, AZ, 85714

Title: County Administrator
Phone: (520) 724-8751
Fax: (520) 724-8171
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Captain
Phone: (520) 351-6405

Site Visit Contact 2
Name: (b) (6)

Title: Sergeant
Phone: (520) 351-4358

Site Visit Contact 3
Name: (b) (6)

Title: Lieutenant
Phone: (520) 351-3355

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services? N/A

Start-Up Agency Questions

Is this a start-up Agency? N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time
7/1/2019	6/30/2020	517	0	487	0
7/1/2020	6/30/2021	518	0	487	0
7/1/2021	6/30/2022	521	0	493	0
7/1/2022	6/30/2023	524	0	514	0

HIRING 3.0 COPS GRANT

ORI:	AZ01000	**GRANTEE NAME:**	Pima County Sheriff's Department
GRANT:	15JCOPS22GG03412UHPX		
AWARD AMOUNT:	$1,750,000.00		
LOCAL MATCH:	$1,361,067.64		
SOURCE OF LOCAL MATCH (if applicable):	The local match is $1,361,067 and will come from the General fund.		
START DATE:	2022-10-01	**END DATE:**	2027-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

14	New Hires
0	Rehires – Previously Laid Off
0	Rehires – Scheduled for Layoffs
0	Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department has hired all of the awarded positions and has created a new unit that utilizes crime data mapping to address specific problems affecting the community. The detectives focus on specific criminal activity directly affecting the quality of life in the community. The officers in this new unit have taken the following additional trainings: Detective training, HIDTA advanced narcotic training, and De-escalation training.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department has hired all of the awarded positions and has created a new unit that utilizes crime data mapping to address specific problems affecting the community. The detectives focus on specific criminal activity directly affecting the quality of life in the community. The officers in this new unit have taken the following additional trainings: Detective training, HIDTA advanced narcotic training, and De-escalation training.

Total Number of COPS Funded Positions: 14 FT PT

Total Number of COPS Positions Hired:	14	FT	PT
Total Number in academy:	0	FT	PT
Total Number on the Street:	14	FT	PT
Total Number of COPS Funded Positions Vacant:	0	FT	PT
Total Number of Local Vacant Positions	82	FT	PT

Dates Vacant Positions will be Filled: 4/2024 Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached document.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The Department was awarded CHP positions to address trafficking and smuggling in the community's rural and border areas. The COPS-funded positions enabled the Department to create two new units providing additional presence, education, and enforcement efforts. With a focus on enhancing and maintaining community trust, these new units help build relationships with the community – the officers adopted a flexible shift assignment to allow for enhanced customer service and to facilitate more contact between police and the community.

Grant Award Requirements:

CHP Award #15JCOPS-22-GG-03412-UHPX was awarded to Pima County Sheriff's Department in the amount of $1,750,000 in federal funds over a three-year/36-month award funding period for the approved entry-level salary and fringe benefits for 14 new full-time sworn career law enforcement officers. The start date of this grant award is October 1, 2022, and the end date is September 30, 2027.

Comments:

During the EOBGR, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officer hired under the above-referenced grant award program. Ms. Gee conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The Department's budgeted sworn force has remained stable and even increased throughout the grant. However, the agency experienced local vacancies in the following years: 30 in FY2020, 29 in FY2021, 28 in FY2022, 10 in FY2023, and 82 in FY2024. The Department demonstrated that the locally-funded vacancies were not related to the receipt of the CHP award and would have occurred in the absence of CHP award funding, as they have experienced challenges maintaining and recruiting officers. The Department demonstrated their efforts to actively recruit to fill all locally budgeted vacancies. Based on the information received, this compliance issue is resolved.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was

also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI:	AZ01000	**GRANTEE NAME:**	Pima County Sheriff's Department
GRANT:	2020ULWX0016		
AWARD AMOUNT:	$1,250,000.00		
LOCAL MATCH:	$1,842,566.79		
SOURCE OF LOCAL MATCH (if applicable):	General funds		
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

10	New Hires
0	Rehires – Previously Laid Off
0	Rehires – Scheduled for Layoffs
0	Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department hired all of the awarded positions and created a new patrol unit that addresses issues in the remote areas of the county. The detectives in this new unit provide additional presence, education, and enforcement efforts in the most remote areas of the county. The new unit operates 24/7 to allow for increased patrols in the most isolated and rural areas.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department hired all of the awarded positions and created a new patrol unit that addresses issues in the remote areas of the county. The detectives in this new unit provide additional presence, education, and enforcement efforts in the most remote areas of the county. The new unit operates 24/7 to allow for increased patrols in the most isolated and rural areas.

Total Number of COPS Funded Positions: 10 FT PT

Total Number of COPS Positions Hired:	10	FT	PT
Total Number in academy:	0	FT	PT
Total Number on the Street:	10	FT	PT
Total Number of COPS Funded Positions Vacant:	0	FT	PT
Total Number of Local Vacant Positions	82	FT	PT

Dates Vacant Positions will be Filled: 04/2024 Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached document.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The Department was awarded CHP positions to address trafficking and smuggling in the community's rural and border areas. The COPS-funded positions enabled the Department to create two new units providing additional presence, education, and enforcement efforts. With a focus on enhancing and maintaining community trust, these new units help build relationships with the community – the officers adopted a flexible shift assignment to allow for enhanced customer service and to facilitate more contact between police and the community.

Grant Award Requirements:

CHP Award #2020ULWX0016 was awarded to Pima County Sheriff's Department in the amount of $1,250,000 in federal funds over a three-year/36-month award funding period for the approved entry-level salary and fringe benefits for ten (10) new full-time sworn career law enforcement officers. The start date of this grant award is July 1, 2020, and the end date was extended to June 30, 2024.

Comments:

During the EOBGR, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officer hired under the above-referenced grant award program. Ms. Gee conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The Department's budgeted sworn force has remained stable and even increased throughout the grant. However, the agency experienced local vacancies in the following years: 30 in FY2020, 29 in FY2021, 28 in FY2022, 10 in FY2023, and 82 thus far in FY2024. The Department demonstrated that the locally-funded vacancies were not related to the receipt of the CHP award and would have occurred in the absence of CHP award funding, as they have experienced challenges maintaining and recruiting officers. The Department demonstrated their efforts to actively recruit to fill all locally budgeted vacancies. Based on the information received, this compliance issue is resolved.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:

Comment 2:

Comment 3:
Approved by Marcia Jackson 2/14/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Funmi Okoli
Auditor

Subject: POMONA, CITY OF (INC)/ CA514ZZ

Date: 11/14/2023 1:15:00 PM

I. Overview of Site Visit

On Wednesday, October 18, 2023, Auditor Funmi Okoli conducted a grant monitoring site visit with the City of Pomona Police Department ("the Department").

The purpose of the site visit was to assess compliance with the COPS award regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following award was reviewed: COPS Technology & Equipment (TEP) Award #15JCOPS-22-GG-01466-TECP and CPD Award #15JCOPS-22-GG-04806-PPSE.

At the time of the site visit, the Department had not begun implementing CPD Award #15JCOPS-22-GG-04806-PPSE.

Mrs. Okoli conducted an entrance interview with the following attendees: Senior Accountant (b) (6) , Accounting Supervisor (b) (6) , Admin Manager (b) (6) Civil Division Commander (b) (6) and L.T. (b) (6)
During this initial portion of the site visit, Mrs. Okoli provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Okoli discussed the Department's community policing efforts particularly in relationship to the COPS grant award. During this portion of the site visit, Mrs. Okoli was provided with supporting documentation detailing the community policing initiatives that focuses on reducing crimes and building community trust through positive interactions and communication with the community.

The city of Pomona covers about 24 square miles, and it has a population of about 155 people. Pomona Police Department (PPD) applied for the TEP award because of the policies and procedures established by the FBI and California DOJ related to the usage and protection of Criminal Justice Information (CJI) that governs the usage of California Law Enforcement Telecommunication Systems (CLETS). The policies limit the amount and types of information that can be broadcasted over unerupted radio channels to protect sensitive Criminal Justice Information and Personal Identifiable Information (PII). Prior to the policy, the Pomona Police Department (PPD) had 200 mobile radios and 300 portable radios in service that did not meet the FBI/DOJ standard to safeguard sensitive CJI and PII information. Due to new digitalization and technologies, the Department's radios were not transmitting information properly and there has been loss of communication in some buildings and hospitals. PPD's goal is to have new radios that will allow for better transmission and ensure clear and precise transfer of information which will allow for better services to the community and other law enforcement organizations.

The City of Pomona is plagued with human trafficking and homelessness. The Department works with the community members to reduce prostitution and homelessness. Per legislation approved by the attorney, officers cannot arrest citizens for being naked, indecent exposures and for prostitution, and arrest can be made if there are sexual acts in a public environment.

The Department has one-hundred and fifty-six (156) officers currently working in the Department and six (6) officers that are in training. The responsibilities of the Department's officers include patrol, providing excellent customer service, developing consistency, accountability, reducing violence in the community, coordinating intervention, enforcement, utilizing partnerships, building internal and external trust through improved transparency, outreach, and partnerships.

The Department support the four (4) high schools and two (2) junior high schools within the City of Pomona. Through the School Resource Officers (SRO), the officers assist schools through becoming available to school administration to handle issues and problems when called for service by school administrators. The Department has an agreement with the schools in Pomona to only intervene in schools when called upon to intervene. To become more accessible to students and teenagers, the SROs wear civilian clothing to remove the stigma of law enforcement.

Pomona Police Department support the community by creating different programs that allows the Department to interact and become accessible to the community. One of such programs is the Area Commander Program. Under the program, the city is divided to four (4) sections. Each section has an area commander (Lieutenant) assigned to it and each area commander work with the community leaders. Each lieutenant is required to hold two meeting per year with to discuss issues and problems identified in area and resources necessary to fix the problem. During meetings, the area commander brings in the other officers that can address the problems and issues including crime statistics that have been identified. The community members are encouraged to attend the meetings and discuss their concerns. The area leaders identify problems in their communities and communicates the problems with the area commander to provide resources and assistance including sending patrol officers to the area. The Department's website has details of each officer assigned to each district and the contact of the officers and the community members are encouraged to visits the website to locate their assigned area commander. Common issues including homelessness and drug problems in different communities have been discussed in meetings and most problems have been resolved.

The Department serve the community by interacting with kids and young adults through its COPS4kids program. The program is coordinated by two SROs and civilians. The program is conducted at the elementary schools and like the DARE program, it teaches kids life values and right conduct.

To be accessible and approachable to the community, the Department started Coffee with the COPS program, and it was conducted three times last year. Coffee shops like Starbucks and other coffee shops have hosted the program and citizens usually visit the coffee shops for free coffee and casual conversation and interaction with the officers.
To better interact and be accepted by the community, the Department partners with Walmart to host Santa COPS and Shop with COPS events. During the events, the officers would dress as Santa Claus and stand in front of stores for toys and monetary donations from shoppers while interacting with them. Donated toys are handed out to kids while interacting with them on the streets and other events in the community. During Shop with COPS events, the officers visit Walmart and other participating stores with kids and youth and interact with them while the kids shop. The event is usually conducted as part of back-to-school event for kids.

The Department started the Explorer program to keep youth and young adults between the age of 14 and 21 busy and off the streets. At the start of the program, the youth are considered recruits, and they receive formal trainings from different units in the Department to become explorers by the end of the program. They are provided uniforms, and they control traffic during public safety fairs and other events conducted in the community. The kids participate in Explorer competition against Explorers from other departments and states. The officers and explorers support the community during community events.

PPD conducts Drug Take Backs to reduce the drugs in the community. The officers provide neighborhood flyers to inform them of the event. The community are encouraged to drop-off drugs in their possession without retribution.

To support businesses in the city of Pomona, PPD conducts Business Watch meetings with business owners to provide a forum for them to discuss problems and issues that the Department can assist with. Business owners are provided guidance on devices that can promote safety including security cameras and lights around their buildings.
PPD applied for the de-escalation award to provide training on de-escalation techniques to better serve the community. The training will enforce good behavior and teach how to react with good behavior to citizens.

In a subsequent discussion, Mrs. Okoli, discussed the administrative, programmatic, and financial review of the awards. Award expenditures relating to the TEP award was reviewed with the attendees. Because the Department had not expended the award funds under the CPD award at the time of the site visit, financial review relating to the CPD award was not completed.

Following this portion, Admin Manager (b) (6) Civil Division Commander (b) (6) took Mrs. Okoli on the tour of the Radio shop that the awarded radios were stored and installed in vehicles. Mobile radios that will be installed in the vehicles and the handset radios were viewed at the store. A review of the issuing log that details names, dates and signatures of officers that have been issued the mobile radios was performed. Division commander (b) (6) provided the record log for mobile radios and the model number on the log was compared with those on the radio awaiting installation.

The site visit was concluded with an exit interview with the attendees. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 490 W MISSION BLVD POMONA, CA, 91769

Title:
Phone: (909) 620-2141
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 490 W MISSION BLVD POMONA, CA, 91769

Title:
Phone: (909) 620-2052
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name:

Title:
Phone:

Site Visit Contact 2
Name:

Title:
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	CA514ZZ	**GRANTEE NAME:**	POMONA, CITY OF (INC)
GRANT:	15JCOPS22GG01466TECP		
AWARD AMOUNT:	$3,404,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-03-15	**END DATE:**	2024-03-31

Grant Award Requirements:

TEP Award #15JCOPS-22-GG-01466-TECP was awarded to the City of Pomona Police Department in the amount of $3,404,000 in federal funds over a two-year/24-month award funding period to develop and acquire effective equipment, technologies, and interoperable communications that assist in responding to and preventing crime. The start date of this grant award is March 15, 2022, with an end date of March 31, 2024.

Comments:

During the monitoring site visit, a review was performed of Department's expenditures under the above-referenced grant award program. Mrs. Okoli conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	CA514ZZ	**GRANTEE NAME:**	POMONA, CITY OF (INC)
GRANT:	15JCOPS22GG04806PPSE		
AWARD AMOUNT:	$181,260.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-09-01	**END DATE:**	2024-08-31

Grant Award Requirements:

CPD Award #15JCOPS-22-GG-04806-PPSE was awarded to the City of Pomona Police Department in the amount of $181,260 in federal funds over a two-year/24-month award funding period to provide officers specific training to develop needed skills for interaction. The start date of this grant award is September 1, 2022, with an end date of August 31, 2024.

Comments:

At the time of the monitoring site visit, the Department had not begun implementing CPD Award #15JCOPS-22-GG-04806-PPSE therefore, no review was completed under this award.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 11/14/2023.

Supervisor Approval:

Marcia Jackson

U.S. Department of Justice
Office of Community Oriented Policing Services
COPS
Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: Angel Mason
Grants Management Specialist

Subject: Port Huron, City of/ MI190ZZ

Date: 6/4/2024 8:34:00 AM

I. Overview of EOBGR

On December 7, 2023, Grant Management Specialist Mrs. Angel Mason conducted an Enhanced Office Based Grant Review (EOBGR) with the City of Port Huron ("the Department"). The purposes of the EOBGR was to assess compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts; and to provide customer service and technical assistance.

During the EOBGR, the following COPS grant award was reviewed: COPS School Violence Prevention Program SVPP Awards #15JCOPS-21-GG-03645-SSIX and 15JCOPS-22-GG-04246-SSIX. Mrs. Mason conducted an entrance interview with Grant Manager (b) (6) and Deputy Director of Finance (b) (6) (b) (6). During this initial portion of the EOBGR, Mrs. Mason provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Mason discussed the Department's community policing strategies, particularly in relation to their policing efforts. Prior to the EOBGR, Mrs. Mason was provided with supporting documentation detailing their efforts in community policing.

The commitment that the City of Port Huron exhibited has made to community engagement to include working with schools, neighborhood groups, and businesses community, has been a huge priority for the department. Each officer is a Community Officer and comfortable in their roles as community liaisons. The city is divided into zones and Officers are assigned to each zone as well as a supervisor so the community can actually contact those officers directly for any concerns and to report good things that are going on in their respective zones. They send all of their SROs to the NASRO conference every year and the feedback from the NASRO conferences is probably the most useful training that they send any of the officers to. It was reported that they came back one year with the Community Engagement Trailer idea which is a donated trailer that one of their officers worked on all of the construction to transform the trailer. The officer received support from the city manager and now this trailer is known all over the state of Michigan where it travels to different areas and "engage" within the community. They take it to all type of events as it is a popular item that is a dream for the community and the officers. The second idea mentioned and brought to fruition was the reunification program. The officers realized that unfortunately in school shootings or emergencies at schools the reunification process between the parents and the students was a nightmare. The officers who attended the conference received instruction about the reunification program from the I Love You Guys Foundation. As such, it was a vision of the officers that attended the conference to create their own program. They created the program based off the foundation's specifications and included everyone in the department in the plan as well. The department is involved in other programs such as The Child Abuse and Neglect Council, The Red Kettle Campaign, Toys for Tots, Christmas with a Cop, Autism events, Neighborhood Watch, and Capture which is a tip hotline for community members to call in tips to prevent crimes or call to capture and arrest criminals. The Department conducts fundraisers for the community so they're not just helping by responding to calls for service butthey are engaged in fun activities behind the scenes to help prevent crime and help keep the neighborhoods safe.

In a subsequent discussion, Mrs. Mason discussed the financial, administrative, and programmatic review of the Department's award with the aforementioned persons. During this portion of the review, Mrs. Mason provided explanation that she was unable to provide a complete review for the Department's budget and award expenditures due to the department's failure to provide documentation. The requested documentation, however, was later provided, reviewed and remedied for compliance.

The EOBGR concluded with an exit interview with the aforementioned individuals. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 100 McMorran Blvd Port Huron, MI, 48060

Title:
Phone: 810-984-9710
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 100 McMorran Blvd Port Huron, MI, 48060

Title:
Phone: (810) 984-9740
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Financial Manager
Phone:

Site Visit Contact 2
Name: (b) (6)

Title: Award Administrator
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	MI190ZZ	**GRANTEE NAME:**	Port Huron, City of
GRANT:	15JCOPS21GG03645SSIX		
AWARD AMOUNT:	$27,871.00		
LOCAL MATCH:	$9,291.00		
SOURCE OF LOCAL MATCH (if applicable):	General Funds = $9,291		
START DATE:	2021-10-01	**END DATE:**	2024-09-30

Grant Award Requirements:

SVPP Award #15JCOPS-21-GG-03645-SSIX was awarded to the City of Port Huron ("the Department") in the amount of $27,871 in federal funds over a three-year/36-month award funding period to improve security at schools and on school grounds within your jurisdiction through evidence-based school safety programs. The allowable costs for which the Department's award has been approved are limited to those listed on the Financial Clearance Memorandum (FCM), which is included in the Department's award package. The local match requirement for this award is $9,291. The start date of this grant award was October 1, 2021, and the proposed end date is September 30, 2024.

Comments:

During the EOBGR, a review was performed of the Department's budget expenditures and invoices for the above-referenced grant award program. Mrs. Mason conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Payroll wages of $11,695.75 for 8/19/22 and payroll wages of $1,925.25 for 10/14/22 for the 2021 award were listed on the expenditures tracking list however, general ledger expenditure documentation was not submitted therefore, these costs were unsupported. In remedying this violation, the Department submitted the requested documentation immediately following the EOBGR on December 7, 2023.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained in the notification and request for documentation letter that was issued to the Department on October 26, 2023, the Department was required to submit specific documentation in preparation of the desk review. Specifically, the following documentation had not been received at the time of the EOBGR: -A detailed listing of budget expenditures and documentation, including the general ledger that supports each cost category as it appears on the awarded budget. Expenditures related to the award that clearly identify a COPS specific cost code in the Department's accounting system and the local match contribution and further supported in the general ledger. -Further documentation that may include receipts, paid purchase orders and/or paid invoices for all equipment, supplies, and any other cost that were incurred using COPS award funds. In remedying this violation, the Department submitted the requested documentation immediately following the EOBGR on December 7, 2023.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	MI190ZZ	**GRANTEE NAME:**	Port Huron, City of
GRANT:	15JCOPS22GG04246SSIX		
AWARD AMOUNT:	$24,471.00		
LOCAL MATCH:	$8,157.00		
SOURCE OF LOCAL MATCH (if applicable):	General Fund = $8,157		
START DATE:	2022-10-01	**END DATE:**	2025-09-30

Grant Award Requirements:

SVPP Award #15JCOPS-22-GG-04246-SSIX was awarded to the City of Port Huron ("the Department") in the amount of $24,471 in federal funds over a three-year/36-month award funding period to improve security at schools and on school grounds within your jurisdiction through evidence-based school safety programs. The allowable costs for which the Department's award has been approved are limited to those listed on the Financial Clearance Memorandum (FCM), which is included in the Department's award package. The local match requirement for this award is $8,157. The start date of this grant award was October 1, 2022, and the proposed end date is September 30, 2025.

Comments:

During the EOBGR, a review was performed of the Department's budget expenditures and invoices for the above-referenced grant award program. Mrs. Mason conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable,

consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 6/4/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Judith Williford
GRANT PROGRAM MANAGER

Subject: PROSPECT PARK, BOROUGH OF/ NJ219ZZ

Date: 5/16/2024 3:50:00 PM

I. Overview of EOBGR

On January 30, 2024, Grant Management Specialist Ms. Judith Williford and Lead Grant Program Specialist Ms. Andrea Little conducted an Enhanced Office Based Grant Review (EOBGR) with the Puyallup School District ("the District"). The purposes of the EOBGR were to assess compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant award was reviewed: School Violence Prevention Program (SVPP) Award #15JCOPS-21-GG-03734-SSIX.

Ms. Williford conducted an entrance interview with Captain (b) (6) Mayor (b) (6) and (b) (6) During this initial portion of the EOBGR, Ms. Williford provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Williford discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Ms. Williford was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the SVPP grant award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

Ms. Williford explained the community policing commitment to building trust and mutual respect between police and communities. Ms. Williford also defined the 3 key components of community policing as Organizational Commitment, Problem Solving, and Community Partnerships. Captain (b) (6) engaged in the discussion with describing the department's partnership with community organizations to address problems related to criminal activities. Captain (b) (6) described; the Department was experiencing a high-volume service call from citizens regarding major property theft. Captain (b) (6) along with the mayor expanded on the agency's effort to combat property theft, particularly property theft of major online delivery services. Captain (b) (6) and his team created a delivery service and drop-off at the local precinct, which substantially decreased property theft.Captain (b) (6) continued to speak on crime statistics and provided a breakdown on the number of calls received for each service request. Captain (b) (6) provided an extensive overview of his departments collaboration with the collaboration with the school district in particular the duties and collaboration with the School Resource Officers (SRO). The SRO staff consist of three offices, which support the local elementary and grammar schools. The SRO Team participated in the stand-up of the first ever (within the state of New Jersey) Juvenile Division within the Police Department. The newly created Juvenile Criminal Division created educational Programs that foster the prevention youth related crimes.

As discussions progressed, Captain (b) (6) provided number of Community Policing programs, which included a Class I Special Police Officer Program, which consisted of a few examples of community partnerships as follows; Outreach to Local Housing Authority, to support ongoing security and training of agency staff, Junior Police Academy, which provided support to at risk students through monitored community outreach through social media. According to Captain (b) (6) the following were collaborative partnerships, Passaic Sherriff's Office, Office of Community Policing Division in the County, and Prospect Board of Education.

Captain (b) (6) provided an extensive overview of partnerships with the Department's involvement in monthly meetings with community churches and business members to ensure information is shared with law enforcement and community organizations on criminal activities, particularly the theft of online purchases. The partnerships/engagements; were with the following partners: Neighborhood Watch, Neighborhood Watch, Holiday Turkey Giveaways, and Halloweens Trunk or Treat, in support with the Local Community Neighborhood Watch.

In follow-up, Ms. Little asked the Department to continue discussion with any additional examples of community policing demonstrating key elements of their project as it related to the components of community policing. The department described the utilization of their advanced information systems, interagency collaborations, proactive prevention strategies and their approach to crime analysis and their comprehensive attention community enrollment, particularly the involve of theft-based crimes.

To complete community policing discussions, Ms. Little recapped highlights of their discussion points to acknowledge the Department's efforts to reduce criminal activities through the examples of diverse community relations and partnerships.
In a subsequent discussion, Ms. Little discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's SVPP grant award. During the discussion, Ms. Little reviewed the invoices, purchase orders, expenditures, inventory records and other relevant financial documentation for the grant award. During the review discussion, Ms. Little provided technical assistance for the financial documentation and programmatic documentation.

The EOBGR concluded with an exit interview with the Ms. Little and Ms. Williford with all attendees. summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to their agency in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 106 BROWN AVE PROSPECT PARK, NJ, 7508

Title:
Phone: 973-790-7902
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 106 BROWN AVE PROSPECT PARK, NJ, 7508

Title:
Phone: 973-790-7902
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: CAPTAIN
Phone: (973) 790-7902

Site Visit Contact 2
Name:

Title:
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	See Hiring and Strength attached below.
Actual Staffing Level from Oldest Hiring Grant Application	See Hiring and Strength attached below.

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	**To**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**

HIRING 3.0 COPS GRANT

ORI:	NJ219ZZ	**GRANTEE NAME:**	PROSPECT PARK, BOROUGH OF
GRANT:	15JCOPS21GG03441UHPX		
AWARD AMOUNT:	$500,000.00		
LOCAL MATCH:	$318,140.00		
SOURCE OF LOCAL MATCH (if applicable):	The local match contribution is obtained from city revenue, the Local Match requirement is $318,140.00.		
START DATE:	2021-10-01	**END DATE:**	2026-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

4	New Hires
0	Rehires – Previously Laid Off
0	Rehires – Scheduled for Layoffs
0	Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☑ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☑ Other Violent Crime Problem (please specify):

increase the jurisdiction's community policing capacity to prevent and disrupt crime and violence.

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☑ Other Violent Crime Problem (please specify):

increase the jurisdiction's community policing capacity to prevent and disrupt crime and violence.

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The agency hired full time entry level officer positions to provide community policing services throughout the city to criminal activity. Capt. (b) (6) his team instituted a drop of point for online and local deliveries, which decreased and partially eliminated robbery, they increased the number of officers policing and monitoring deliveries.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☑ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☑ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The agency hired full time entry level officer positions to provide community policing services throughout the city to criminal activity. Capt. (b) (6) his team instituted a drop of point for online and local deliveries, which decreased and partially eliminated robbery, they increased the number of officers policing and monitoring deliveries.

Total Number of COPS Funded Positions:	4	FT	0	PT
Total Number of COPS Positions Hired:	4	FT	0	PT
Total Number in academy:	0	FT	0	PT
Total Number on the Street:	18	FT	0	PT
Total Number of COPS Funded Positions Vacant:	0	FT	0	PT
Total Number of Local Vacant Positions	0	FT	0	PT

Dates Vacant Positions will be Filled: n/a Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☐ No

Date(s) of hire:

"Please see Hire and Retention Document-attached.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Grant funded positions, were used to support the agency's ability to decrease non-violent crimes and non-violent actions, which occurred based on documentation provided by the agency.

Grant Award Requirements:

CHP Award #15JCOPS-21-GG-03441-UHPX.was awarded to the Prospect Polce Department, Borough of Prospect in the amount of $500,000 in federal funds over a three-year/36-month award funding period for the approved entry-level salary and fringe benefits for 4 new-hire full-time sworn career law enforcement officers. There is a local match requirement of $318,140. The start date of this award is July 1, 2020, with an end date of June 30, 2024.

Comments:

During the EOBGR, a review was performed of the Department’s hiring history, payroll ledgers and other financial related documentation related to the expenditures incurred under the award. Ms. Little and Ms. Williford conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by reduction in force was identified. According to the Budgeted and Actual Strength Staffing Chart that was provided, the Department experienced six (1) reduction in force in FY 2023. On March 29, 2024, the Department provided its hiring efforts with copies of recent job posting and hiring adds.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee’s historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by local vacancies was identified. FY20 two (2) vacant positions, FY21 two (2) vacant positions, FY22 one (1) vacancy, and Current one (1) vacant position. On March 29, 2024. The Department provided job vacancy announcements, personnel order forms and copies of its job postings.

Supplanting – Other

The Awardee’s approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - In the initial notification letter that was issued to the Department on 1/30/2024 and during the EOBGR on 3/14/2024, the Department was asked to provide information related to a detailed listing of budget expenditures and documentation (i.e. general ledger) that supports each cost category as it appears in the awarded budget in the FCM. Expenditures related to the award should clearly identify a COPS specific cost code in the Department's accounting system and the local match contribution. In order for us to assess for compliance with the requirements of the grant award, submission of this documentation is necessary. The department failed to provide the aforementioned documentation on the date requested.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson on 5/16/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Marcia Jackson
Assistant Director

Subject: PUBLIC SAFETY, ALASKA DEPT OF/ AK198ZZ

Date: 8/5/2024 4:27:00 PM

I. Overview of Site Visit

On July 9, 2024, Assistant Director Marcia Jackson conducted a site visit with the Alaska Department of Public Safety ("the Department"). The purposes of the site visit were to assess compliance with the COPS grant award regulations, terms and conditions; review the Department's community policing efforts; and to provide customer service and technical assistance. During the site visit, the following COPS grant award was reviewed: FY 2021 LEMHWA Award #15JCOPS-21-GG-02132-SLEM.

Mrs. Jackson conducted an entrance interview with the following attendees: Deputy Commissioner (b) (6) Sergeant (b) (6) Grants Manager (b) (6) Grants Administrator (b) (6) , and Accountant (b) (6) . During this initial portion of the site visit, Mrs. Jackson provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Jackson discussed the Department's community policing efforts, particularly in relationship to the COPS grant award. During this portion of the site visit, Mrs. Jackson was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the LEMHWA grant award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The community policing discussion started with the Department's description of their jurisdictional responsibilities. Alaska Department of Public Safety (ADPS) includes the Alaska State Troopers, Alaska Wildlife Troopers, Fire and Life Safety and Village Public Safety Officers, to name a few of the major components of ADPS. The Deputy Commissioner discussed the Regional Native Organizations which are subgrantees of ADPS and account for about 5-6 grantees that represent regional local villages patrol with Troopers and Village Protection Service Officers (VPSO). The department has 44 aircrafts and is considered the largest civilian fleet with aircrafts and the largest civilian vessel fleet with26 different ships in the nation.

The biggest crime problem is sexual assault and is 6-7 times higher than the national rate which occurs mostly in the villages that they oversee. ADPS has diversion programs that are culturally specific for alcohol abuse, sexual assault, and interpersonal violence.

With the inception of the LEMHWA grant, the department started a Peer Support Program with 6 (six) spouses of active law enforcement officers assigned to support the families of the troopers. This has been a very successful program, and they want to expand it to 10 spouses. Initially, the interest in the program was low but as officers attended the training, the interest grew through word of mouth. They have instituted a wellness in-service block of training every two (2) years with one (1) hour of yoga. In addition to the in-service training, the department received a separate grant to develop a mental health awareness app for civilian staff, law enforcement, and families. They currently have 300 people signed up for the app.

Other partnerships include a Snow Machine Ride that occurs from village to village, which is an anti-suicide awareness ride. Troopers are expected to spend the night in the villages which helps them become more integrated within the communities they serve. They do have offices in regional hubs but is more challenging for the smaller villages.
In a subsequent discussion, Mrs. Jackson discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's LEMHWA grant award. During the discussion, Mrs. Jackson reviewed the expenditures and other relevant financial documentation for the grant award.

After the discussion of the financial review, staff was taken on a tour. Staff was taken to the ADPS Aircraft Hangar at the airport. This hangar is utilized by state troopers, VPSO officers, State Fish and Wildlife and civilians. The aircrafts have multiple uses such as some having cameras on them for search and rescue and conducting prisoner transport. The aircrafts can be modified depending on the need to add skis for snow climates, floats, and wheels. Officers are trained periodically through normal flight patrols, training seminars and simulations, and professional trainers train the troopers on safety. They currently have 48 flyable aircrafts at the hangar. Staff spoke with (b) (6) , the State Administrator for the VPSO program. (b) (6) explained how the VPSO officers augment for ADPS for the rural areas of Alaska, A Public Private Partnership fires and funds the VPSOs. Staff saw various aircrafts to include an Alaska State Troopers Helicopter, a Superclub plane from the 1930s that was still operational and used to fly low and in the remote locations. They currently have 4 aircrafts that are 70 years old.

The site visit concluded with an exit interview with (b) (6) A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 5700 E TUDOR RD ANCHORAGE, AK, 99507

Title:
Phone: 907-269-5691
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 5700 E TUDOR RD ANCHORAGE, AK, 99507

Title:
Phone: 907-269-5691
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name:

Title:
Phone:

Site Visit Contact 2
Name:

Title:
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	AK198ZZ	**GRANTEE NAME:**	PUBLIC SAFETY, ALASKA DEPT OF
GRANT:	15JCOPS21GG02132SLEM		
AWARD AMOUNT:	$136,906.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

FY 2021 LEMHWA Award #15JCOPS-21-GG-02132-SLEM was awarded to the Department in the amount of $125,000 in federal funds over a two-year (24-month) award period. LEMHWA funds are used to improve the delivery of and access to mental health and wellness services for law enforcement through the implementation of peer support, training, family resources, suicide prevention, and other promising practices for wellness programs. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is September 1, 2021, and the end date was to July 31, 2024.

Comments:

During the site visit, a review was performed of the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award. Ms. Jackson conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable,

consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The start date of this award is September 1, 2021, and the end date was to July 31, 2024. However, during the site visit it was identified that the grantee had a remaining balance in the grant account and all expenditures have not been completed, the grantee was advised to submit a no-cost extension to complete the grant expenditures.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Supervisor Approval:

LaToya Pickett-Bell

To: Grant Monitoring File

From: Verlena Braxton

Grants Management Specialist

Subject: PUYALLUP SCHOOL DISTRICT/ WA161ZZ

Date: 5/15/2024 10:18:00 AM

I. Overview of EOBGR

On January 31, 2024, Grant Management Specialist Ms. Verlena Braxton and Lead Grant Program Specialist Ms. Andrea Little conducted an Enhanced Office Based Grant Review (EOBGR) with the Puyallup School District ("the Department"). The purposes of the EOBGR were to assess compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant award was reviewed: School Violence and Prevention Program (SVPP) Award # 15JCOPS-21-GG-03734-SSIX.

Ms. Braxton and Ms. Little conducted an entrance interview with Director of Finance (b) (6) Director of Capital Projects (b) (6) , and Clerical Assistance Specialist (b) (6) During this initial portion of the EOBGR, Ms. Braxton and Ms. Little provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Braxton and Ms. Little discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Ms. Braxton and Ms. Little were provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the SVPP grant award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

Ms. Braxton recited the Departments project as identified in their performance report and application narrative for the awarded Vestibule Upgrade Project to provide community policing services throughout the school and provide protection for 10 schools in that school district. Ms. Braxton then explained the community policing commitment to building trust and mutual respect between police and communities. Ms. Braxton also defined the 3 key components of community policing as Organizational Commitment, Problem Solving, and Community Partnerships.

(b) (6) engaged in the discussion by describing how the vestibules created a secure perimeter reducing law enforcement's notification times. The additional layer of security at the school's main entry is meant to slow down or prevent a person with ill intent from gaining direct and immediate access to the main building. Visitors must use the video intercom system and are instructed by staff to identify themselves and state the purpose of their visit. If an individual does not have a legitimate reason for entering the school, they are denied access and asked to leave the school campus.If they refuse, staff follow established protocols for escalating the situation to the appropriate security level, ranging from contacting the police to a modified or full lockdown.

(b) (6) continued the discussion by giving examples of two incidents that took place before installing the vestibules in the schools. Spinning High School has a vast homeless population in the area where the school is located. The first incident involved a homeless person who came into the school uninvited to use the bathroom. The homeless person by passed the school office and went directly to the bathroom. These incidents happen at times; however, the intruders are usually stopped before going into the building. The homeless person got into the school and went directly to the bathroom. When he was leaving, the school principal just so happens to be coming down the hallway and spotted him. The homeless man was intoxicated and was just a few feet from a classroom. He was immediately escorted out of the building. Another incident took place when a parent had heated discussions with a teacher outside of the school.The parent decided to enter the school building, unannounced and went directly to the teacher's classroom while class was in session. The parent confronted the teacher and was escorted out of the building with a warning to not return. With the vestibule in place, they are not granted access, they are forced to go into the office where they can conduct their business or volunteer. This is about keeping our staff and students on the secure side of the school and keeping unwanted people on the Outside of the school. This impacted our community, teachers, and students, and touched over 55,000 people with these ten projects. Before getting the vestibules, we would lock the doors and people would still gain entry by coming in behind a student or teacher entering the building. Instead of checking with the office, they would randomly go to a classroom.

As discussions progressed, (b) (6) and staff provided some examples of community partnerships such as City of Puyallup, Pierce County Sheriff's Department, local Churches, Puyallup Tribe of Indians, local management agencies, resources officers and the Central and East Fire departments (b) (6) described that the school district engages in these partnerships to foster innovative solutions and cultivate safer school environments. (b) (6) also shared that, among these partnerships is a formal engagement with the Puyallup Tribe of Indians wherein the district conducts government-to -government consultations. These consultations focus on instructional methodologies and community outreach efforts.

(b) (6) and staff stated that when the school does lock down drills, the church next door participates with them. The school also conducts drills where they move students to high ground in case of an emergency. Their community knows that if there is an incident, the school is a safe haven for those who seek shelter in a time of crisis. They described how increasing the number of vestibules resulting in much improved safety for additional 5,504 of the student population and 594 of school personnel across the district. Ultimately, the most important impact of this award was not the very tangible outcome of successfully increasing the number of secure vestibules in District schools from 16 to a total of 26 out of 34, it's the nearly 6,100 additional students and staff now able to learn and work in a protected environment.

The school welcomed feedback from both the front office staff and parents about the vestibules. Most of them provided positive feedback but some indicated that there would be a bit of a learning curve initially. However, the higher level of security for these buildings were welcome. In one month, we will do follow-up conversations with both staff and students as they adjust to the new practices.

To complete community policing discussions, Ms. Little recapped highlights of their discussion points to acknowledge the Department's efforts to secure schools through the examples of diverse community relations and partnerships.

In a subsequent discussion, Ms. Little discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's SVPP grant award. During the discussion, Ms. Little reviewed the invoices, purchase orders, expenditures, inventory records and other relevant financial documentation for the grant award. During the review discussion, Ms. Little provided technical assistance for the financial documentation and programmatic documentation.

The EOBGR concluded with an exit interview with the individuals. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: PO BOX 370 PUYALLUP, WA, 98372

Title:
Phone: (253) 841-8683
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: PO BOX 370 PUYALLUP, WA, 98372

Title:
Phone: 253-840-8950
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Clerical Assistance Specialist
Phone:

Site Visit Contact 2
Name: (b) (6)

Title: Director of Capitol Projects
Phone:

Site Visit Contact 3
Name: (b) (6)

Title: Director of Finance
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	n/a
Actual Staffing Level from Oldest Hiring Grant Application	n/a

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	WA161ZZ	**GRANTEE NAME:**	PUYALLUP SCHOOL DISTRICT
GRANT:	15JCOPS21GG03734SSIX		
AWARD AMOUNT:	$473,062.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):	The local match contribution is obtained from city revenue and the Local match requirement is $157,687.		
START DATE:	2021-10-01	**END DATE:**	2024-09-30

Grant Award Requirements:

SVPP Award #15JCOPS-21-GG-03734-SSIX as awarded to the Department in the amount of $473,062,00 in federal funds over a three-year/36-month award funding period to improve security at schools and on school grounds within your jurisdiction through evidence-based school safety programs. The allowable costs for which the Department's award has been approved are limited to those listed on the Financial Clearance Memorandum (FCM), which is included in the Department's award package. The local match requirement for this award is $157,687,00. The start date of this grant award is October 1, 2021, to September 30, 2024.

Comments:

During the EOBGR, a review was performed of the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award. Ms. Braxton conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - In order to assess whether your Department expended award funds as allowable under the program, we required that your Department provide an explanation of the unsupported cost by March 25, 2024 regarding the Purchase Order for CP3825 for the Ballou Junior High School Secure Vestibule in the aggregate of $23,700.68. The agency submitted an Expenditure Explanation document explaining the discrepancy regarding Purchase Order for #CP3825

on March 25, 2024. Therefore, this issue has been remedied and is resolved.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - According to the Financial Clearance Memo (FCM), the Department had an approved budget of $630,749 for ten (10) secure vestibules for the Vestibule and Security Upgrade Project at various schools within the district. During this period of the award implementation, the Department expended a sum of $32,012.94 in expenses not approved on the FCM. The Department was requested to submit a retroactive budget modification via JustGrants by March 25, 2024. The agency submitted a budget modification on April 8, 2024. Therefore, this issue has been resolved and remedied.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 5/15/2024.

Supervisor Approval:

Marcia Jackson

U.S. Department of Justice
Office of Community Oriented Policing Services
COPS
Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: Antonio Tovar
Grants Management Specialist

Subject: Redford, Charter Township of/ MI82693

Date: 5/28/2024 10:50:00 AM

I. Overview of EOBGR

On Tuesday, March 5, 2024, Grants Management Specialist Antonio Tovar conducted a grant monitoring Enhanced Office Based Grant Review (EOBGR) with the City of Redford Police Department ("the Department"). Mr. Tovar was joined by the following COPS staff: Management Analyst LaToya Pickett-Bell.

The purpose of the EOBGR was to assess compliance with the COPS award regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following award was reviewed: COPS Hiring Program (CHP) Award #2020UMWX0405.

Mr. Tovar conducted an entrance interview with the following attendees: Interim Chief (b) (6) Captain (b) (6) and Senior Accountant (b) (6)

During this initial portion of the EOBGR, Mr. Tovar provided a brief history of the COPS Office, explained the purpose and overview of the desk review, and confirmed the finalized agenda.

After opening remarks and introductions, (b) (6) discussed the Department's community policing efforts. Mr. Tovar was apprised of their initiatives to address human trafficking and robberies, particularly in Redford Township.

Redford Township Police Department (RTPD) has multiple partnerships and projects in place to help combat human and drug trafficking, prostitution, substance abuse and gun violence. The SOAP Project (Saving Our Adolescents from Prostitution), John's School (offenders caught with prostitutes), City of Detroit, Bureau of Alcohol, Tobacco, Firearms (ATF) and Explosives, as well as Seize Fire, all of which are related to preventing and combating violent crime.

Specifically, SOAP Redford is a local team comprised of citizens and officers, dedicated to human trafficking awareness and rescue. Led by an RTPD officer, members participate in visiting hotels in search of missing children, placing bars of soap with contact information for victims and makeup wipes inside each hotel room, while simultaneously sharing information about human trafficking. Having local citizens involved is crucial, as it incorporates market participation and reducing demand tactics – education is huge, and many are not aware. Mainly, educating the youth and their families is made a priority, second to rescue. The LOFTS (soundproof studios and recording establishment) in Redford have also played a critical role in combating violent crime and human trafficking, as it has provided relationship building with the U.S. Marshall's taskforce.

RTPD has held neighborhood watch meetings and Coffee with a Cop events to increase interactions with residents to share information and the Redford Chamber of Commerce to host police officer and firemen award ceremonies.

Another important group is the Community Emergency Response (CERT) team, which is a local group of volunteers. The primary objective is to assist in festivals, parades, "kiddy recovery", and are an integral part of training. Officers also participate in ALICE (Alert, Lockdown, Inform, Counter, Evacuate) and ICAT (Integrating Communications Assessment and Tactics) training for all residents to voice their opinions on what they believe is important for their officers. In addition, the Redford JC's (Junior Chamber), again highly community-oriented, partner to help conduct community events during National Night Out and Angel's night for kids and the community.

There have unfortunately been hiring struggles where RTPD has had to reorganize internal positions. Their NET (Neighborhood Enforcement Team) is currently on standby due to the reorganization. Their Cadet Program has two (2) currently sponsored and two (2) more coming soon. The Police Explorer program also allows teenage residents to begin their interaction with law enforcement on a more professional level with patrol procedure training, criminal law, report writing and more.

Lastly, a social worker/clinician, trained in narcotics and substance abuse, was highlighted. Integrating in domestic violence runs, family troubles/domestic cases not reported by calls and neighbors. Schools are also informed of what goes on and will report it so that an SRO can complete referral for clinician.

In a subsequent discussion, Mrs. Pickett-Bell, discussed the financial, administrative, and programmatic review of the Department's award with the attendees. During this portion, Mrs. Pickett-Bell reviewed the hiring documentation and award expenditures incurred for the officers assigned to the CHP award.

The desk review concluded with an exit interview with aforementioned individuals. A summary of the desk review was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 25833 Elsinore Redford, MI, 48239

Title: Chief of Police
Phone: (313) 387-2627
Fax: (313) 387-2620
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 25833 Elsinore Redford, MI, 48239

Title: Superintendent
Phone: (313) 387-2762
Fax: (313) 387-2711
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title:
Phone (b) (6)
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Chief Accountant/Financial Manager
Phone: (313) 387-2767

Site Visit Contact 2
Name: (b) (6)

Title: Captain/Grant Award Administrator
Phone: (313) 387-2601

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	64
Actual Staffing Level from Oldest Hiring Grant Application	58

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	MI82693	**GRANTEE NAME:**	Redford, Charter Township of
GRANT:	2020UMWX0405		
AWARD AMOUNT:	$500,000.00		
LOCAL MATCH:	$1,248,742.00		
SOURCE OF LOCAL MATCH (if applicable):	General funds.		
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

4 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☑ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Redford Township Police Department (RTPD) recently partnered with Flock to utilize license plate readers (LPRs) from other jurisdictions while theirs are being installed. RTPD has been able to utilize these cameras to search for suspects and leads in various crimes. They are also partnering with Detroit PD and the ATF by attending intelligence sharing meetings which includes the use of ShotSpotter. RTPD has held Neighborhood Watch meetings and Coffee with a Cop events to increase interactions with residents to share information.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	4	FT	PT
Total Number of COPS Positions Hired:	4	FT	PT

Total Number in academy:		FT	PT
Total Number on the Street:	4	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions	6	FT	PT

Dates Vacant Positions will be Filled: March 2024 Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

Refer to the attached Dates of Hire and Retention Chart.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Awarded officers are assigned to address issues in the community such as human trafficking and prostitution that occur in local motels. Officers can aggressively tackle neighborhood crime, to include armed robberies, home invasions, breaking and entering's, as well as other related crimes. Interact and educate the community on issues of human trafficking and home and personal safety and crime prevention. Establish and maintain a Neighborhood Enforcement Team or related work detail that focuses on violent crime in local neighborhoods and motels. Officers conduct community outreach under programs like Coffee with a Cop, Shop with a Hero, National Night Out, and various meetings and events throughout the year that work to make the community come together.

Grant Award Requirements:

CHP Award #2020UMWX0405 was awarded to the Department in the amount of $500,000 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for four (4) new-hire full-time sworn career law enforcement officers. The start date of this award is July 1, 2020, and the end date was extended to June 30, 2024.

Comments:

During the EOBGR, Grant Management Specialist Antonio Tovar and Mangement Analyst LaToya Pickett-Bell conducted a review of the Department's budgeted and actual staffing levels, hiring of the sworn officer positions and the salaries and fringe benefits incurred. Mr. Tovar conducted a 3.0 Community Policing Review as part of the community review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by reduction in force (RIF) was identified. At the time of the award application, the Department’s budgeted sworn officer baseline was 64. It was identified that the Department experienced 2 RIFS in FY 19; 2 in FY 20; 2 in FY22; 2 in FY23 and 1 in FY 24, after receiving this award.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee’s historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by local vacancies was identified, as the Department experienced local vacancies during the award implementation. As discussed, the Department must provide supporting documentation addressing the local vacancies experienced and measures taken to backfill them during the following fiscal years: 2 vacancies in FY 19; 2 in FY 20; 11 in FY 21; 8 in FY 22; 7 in FY 23 and 6 in FY 24.

Supplanting – Other

The Awardee’s approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Per the financial analysis of the tracking spreadsheets provided outlining the salaries and fringe benefits paid to the officers assigned to the award, it was determined that the Department erroneously charged against the project costs for officers that were in the retention period. Here's the breakdown for each officer: ? (b) (6) $68,298.50 ? (b) (6) $98,267.18 ? (b) (6) $109,724.27 ? (b) (6) $102,187.08 ? (b) (6) : $25,477.98 As such, the total allowable expenditures amount to $403,955.01 as reflected above (this amount is as of the last check date provided for 2.23.2024). One (1) officer remaining under the award (Officer (b) (6) and because the agency is almost at the max allowable threshold of $125,000 for the officers that were assigned under Position #4 in which he is occupying, there is a remaining balance available not to exceed $31,233.52 for Officer (b) (6) . Officer (b) (6) incurred $68,298.50. To date, Officer (b) (6) incurred $25,477.98 resulting in $31,223.52 ($125,000 (max) - $68,298.50 - $25,477.98 = $31,223.52). As such, the amount drawn down ($444,000) minus the total allowable costs to date ($403,955.01), amounts to excess cash totaling $40,044.99.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the financials provided, the following illustrates the allowable salaries and fringe benefits for each of the allowable officers: Year 7/1/20 -6/30/21: Salaries Benefits (b) (6) $3,737.59 $5,283.20 (b) (6) $12,546.02 $16,510.89 (b) (6) $12,676.30 $20,386.66 (b) (6) $7,412.97 $10,818.47 Year 7/1/21 – 6/30/22: Salaries Benefits Hill $14,846.50 $16,822.48 (b) (6) $14,846.50 $16,822.48 (b) (6) $14,846.51 $20,414.19 (b) (6) $14,526.96 $16,214.87 Year 7/1/22 – 6/30/23: Salaries Benefits (b) (6) $13,259.35 $14,349.38 (b) (6) $16,376.07 $17,648.76 (b) (6) $16,376.07 $21,282.41 (b) (6) $15,945.02 $17,648.75 (b) (6) $2,386.64 $2,733.92 Year 7/1/23 – 2/23/24: Salaries Benefits (b) (6) $1,375.07 $2,141.39 (b) (6) $1,375.07 $2,367.06 (b) (6) $7,655.45 $11,964.59 (b) (6) $10,673.98 $9,683.44 TOTAL: $403,955.01 Here's the breakdown for each officer: ? (b) (6) : $68,298.50 ? (b) (6) : $98,267.18 ? (b) (6) $109,724.27 ? (b) (6) : $102,187.08 ? (b) (6) : $25,477.98 As such, the total allowable expenditures amounts to $403,955.01 as reflected above (this amount is as of the last check date provided for 2.23.2024). • Based upon the expenditures incurred for the officers as provided by your agency, as stated above, the expenditures were as of 2/23/24 for an aggregate of $403,955.01 There is one (1) officer remaining under the award (Officer (b) (6)) and because the agency is almost at the max allowable threshold of $125,000 for the officers that were assigned under Position #4 in which he is occupying, there is a remaining balance available not to exceed $31,233.52 for Officer (b) (6) . o Officer (b) (6) incurred $68,298.50. To date, Officer (b) (6) incurred $25,477.98 resulting in $31,223.52 ($125,000 (max) - $68,298.50 - $25,477.98 = $31,223.52). As such, the amount drawn down ($444,000) minus the total allowable costs to date ($403,955.01), amounts to excess cash totaling $40,044.99. The agency was provided wiring instructions and requested to return funds by May 29, 2024.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained in the notification letter that was issued to the Department on January 26, 2024, the Department was required to submit specific documentation in preparation of the desk review. As of the day of the review, the following documentation has not been received. As such, the Department was required to provide: o For the COPS-funded officers whom have successfully completed or are currently within the retention period, please provide supporting documentation (i.e. payroll records) confirming their continued employment as a locally-funded officer(s) during the required 12-month retention period following the 36-months of award implementation.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the

terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as “Other” in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Per the Performance Report that was submitted on 8.30.23, it was reported that 1 COPS funded position was vacant and that none of the positions were in the retention period, which conflicts with the completed Dates of Hire and Retention Chart, which reflects the official hiring date of the hired officers as 7.20.2020 (2 positions), 11.23.2020, and 3.29.2021 and 4.10.2023. The Department is instructed to amend its current Performance Report to reflect the correct hiring dates for the five (5) officers that were assigned to the award.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
This report is ready for Lead and Supervisor review.

Comment 2:
Resubmitting report. Ready for Lead and Supervisor review.

Supervisor Approval:

LaToya Pickett-Bell

U.S. Department of Justice
Office of Community Oriented Policing Services

Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: Clara Pesiri

Grant Management Specialist

Subject: Rockingham County Schools/ NC147ZZ

Date: 1/31/2024 9:20:00 AM

I. Overview of EOBGR

On Friday, November 17, 2023, Grants Management Specialist Clara Pesiri conducted an Enhanced Office Based Grant Review (EOBGR) with Rockingham County Schools ("the Department"). The following COPS staff also participated in the EOBGR: Grants Management Specialist Gerald Moore.

The purpose of the EOBGR was to assess compliance with the COPS awards regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following awards were reviewed: School Violence Prevention Program (SVPP) Award # 15JCOPS-21-GG-03721-SSIX and School Violence Prevention Program (SVPP) Award # 15JCOPS-22-GG0-04328-SSIX.

Mrs. Pesiri conducted an entrance interview with the following attendees: Grant Award Administrator (b) (6) , Director of Technology (b) (6) , Technology Bookkeeper Michelle Joyce, Network Engineer Jeff Amos, and Network Engineer Josh Burchell.
During this initial portion of the EOBGR, Mrs. Pesiri provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda.

Following opening remarks and introductions, Mrs. Pesiri discussed the Department's community policing strategies focusing on school-based policing efforts. Ahead of the review, Mrs. Pesiri received supporting documentation outlining their initiatives to promote safe schools within the community.

The discussion began with their organizational transformation. The Department has thirty (30) primary and secondary schools within their jurisdiction and twenty-one (21) will be impacted by SVPP. The Department has reported a significant change process within their organization aimed at improving its security and achieving specific goals. The Department was able to extend their access control door systems to more locations and add additional access-controlled ingress and egresses. The Department shared "the controlled doors have been vital in controlling how students and visitors enter our buildings and have allowed the district to better control student and visitor traffic. Having the ability to create door schedules and monitor door access has been a vital improvement to the district's security".

Their door integration system has also given them the ability to receive notifications for portals that have been held open.

The Department completed a district vulnerability assessment to assess for potential hazards within and outside of school buildings, to review the strengths and weaknesses of a building's physical and psychological safety procedures, and to review emergency communication procedures in a school building. The report was created in partnership with each school and their crisis teams.

The Department reports an important improvement in information sharing with local law enforcement, bolstering camera visibility and functionality by adding cameras. These improvements have increased their capacity to document incidents and furnish pertinent information to law enforcement. The Department shared, the footage supplied has proven invaluable in addressing district-related issues and bolstering student safety overall. Moreover, the district's surveillance systems and accompanying software have streamlined investigation processes and facilitated seamless information sharing with local law enforcement. Furthermore, granting school resource officers and administrators access to the cameras and software has further fortified safety and security management across their campuses.

Rockingham County Schools collaborates closely with the district's Director of Safety and their school resource officer to ensure rigorous adherence to the safety and security protocols. Additionally, the Director of Safety partners with the district's behavioral health, social workers, and administrative staff to coordinate comprehensive procedures and protocols, prioritizing student, and staff safety. Local law enforcement collaborates with the Director of Safety to promptly address district issues or concerns.

The district conducts an annual safety summit and regularly reviews and updates standard operating procedures to address evolving safety needs. The Director of Safety and the Director of Technology work together to enhance and update district security and surveillance systems, enhancing safety measures for students and staff in Rockingham County Schools.

In a subsequent discussion, Mrs. Pesiri and Mr. Gerald Moore reviewed the financial, administrative, and programmatic aspects of the Department's grant award with the Department's finance and technology team. Together, they examined the Department's total project costs and award expenditures.

The EOBGR concluded with an exit interview with the aforementioned meeting attendees. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 511 Harrington Hwy Eden, NC, 27288

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 511 Harrington Hwy Eden, NC, 27288

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Chief Financial Officer
Phone: (336) 627-2641

Site Visit Contact 2
Name: (b) (6)

Title: CFO
Phone: (336) 627-2641

Site Visit Contact 3
Name: (b) (6)

Title: Superintendent
Phone: (336) 627-2600

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	NC147ZZ	**GRANTEE NAME:**	Rockingham County Schools
GRANT:	15JCOPS21GG03721SSIX		
AWARD AMOUNT:	$500,000.00		
LOCAL MATCH:	$257,210.91		
SOURCE OF LOCAL MATCH (if applicable):	There is a local match requirement of $257,211. Local match funds will come from General Funds.		
START DATE:	2021-10-01	**END DATE:**	2024-09-30

Grant Award Requirements:

The SVPP Award #15JCOPS-21-GG-03721-SSIX was awarded to the Department in the amount of $500,000 in federal funds over a three year/36-month award funding period to improve security at schools and on school grounds within your jurisdiction through evidence-based school safety programs. The allowable costs for which the Department's award has been approved are limited to those listed on the Financial Clearance Memorandum (FCM), which is included in the Department's award package. The local match requirement for the SVPP is $257,211 with a project period of October 1, 2021, through September 30, 2024. A Comprehensive School Safety Assessment is a grant award requirement.

Comments:

During the desk review, we conducted a financial review of the original application, grant payment history, quarterly financial reports, and the Department's financial documentation, including detailed budgetary spreadsheets. Mrs. Pesiri and Mr. Gerald Moore reviewed the School Safety Narrative supporting their Department's organizational transformation, partnerships, and problem solving skills.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable,

consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Under the 2021 SVPP Award #15JCOPS-21-GG-03721-SSIX the Department has not completed the Federal Financial Report, FFR-1045354 for reporting period July 1, 2023, to September 30, 2023, therefore this report is delinquent.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Under the 2021 SVPP Award #15JCOPS-21-GG-03721-SSIX the Department has not completed the Interim Performance Report, PR -609561 for reporting period: August 1, 2022, to January 31, 2023, and therefore this report is delinquent.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - General sole source procurement guidance was given. Recipients who have been awarded funding for the procurement of an item (or group of items) or service in excess of $250,000 and who plan to seek approval for use of a noncompetitive procurement process must provide a written sole source justification to the COPS Office for approval prior to obligating, expending, or drawing down award funds for that item or service. 2 C.F.R. § 200.324(b)(2). If they are using grant funding for items or service (s) in excess of $250,000 and have already determined that the award of a contract through a competitive process is infeasible, you must provide a written justification that explains why it is necessary to contract noncompetitively. No issues identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as “Other” in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Unallowable Costs – Award #15JCOPS-21-GG-03721-SSIX During the desk review, staff conducted a financial review of the original application, grant payment history, quarterly financial reports, and the Department’s financial documentation, including detailed budgetary spreadsheets. After reviewing the provided documentation, an unallowable cost in the amount of $28,860.86 was identified for the Axi Q1700-LE 2-megapixel network cameras. The budget narrative reads, “This camera is used to capture cars and their license plates as they enter and leave school grounds.” However, license plate reader technology is listed as an unallowable cost in the School Violence Prevention Program Solicitation. According to their financial draw down history, the agency did not utilize grant funds for this technology. Consequently, there is no compliance violation at this time. The agency was advised to proactively review the 2021 School Violence Prevention Program award owner’s manual and allowable costs lists, aligning them with the proposed expenditures to maintain ongoing compliance.

NON-HIRING GRANT

ORI:	NC147ZZ	**GRANTEE NAME:**	Rockingham County Schools
GRANT:	15JCOPS22GG04328SSIX		
AWARD AMOUNT:	$495,863.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):	General Funds		
START DATE:	2022-10-01	**END DATE:**	2025-09-30

Grant Award Requirements:

The SVPP Award #15JCOPS-22-GG-04328-SSIX was awarded to the Department in the amount of $495,843 over a three year/36-month award funding period to improve security at schools and on school grounds within their jurisdiction through evidence-based school safety programs. The allowable costs for which the Department's award has been approved are limited to those listed on the Financial Clearance Memorandum (FCM), which is included in the Department's award package. The SVPP Award #15JCOPS-22-GG-04328-SSIX did not have a local match requirement. The project period is October 1, 2022, through September 30, 2025.

A comprehensive school safety assessment must be completed during the award period.

Comments:

During the desk review, we conducted a financial review of the original application, grant payment history, quarterly financial reports, and the Department's financial documentation, including detailed budgetary spreadsheets. Mrs. Pesiri and Mr. Gerald Moore reviewed the School Safety Narrative supporting their Department's organizational transformation, partnerships, and problem solving skills.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Under the 2022 SVPP Award # 15JCOPS-22-GG-04328-SSIX, the Federal Financial Report, FFR-1047906 for reporting period July 1, 2023, to September 30, 2023, is delinquent.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - According to the Financial Clearance Memo (FCM), the Department had an approved budget line item, “Network Cat 5 Cable 464 units of $200.00 for a total of $92,800.00”. Actual quantities purchased were 20 units for a total of $5,300.00. The Department was advised to notify their COPS Office Grant Manager if it's determined that the Department will need to reprogram award funds. If the modification exceeds an aggregated (over the course of your project) 10 percent of the overall award. If specific items were not identified in the budget at time of application (e.g., “Equipment and Supplies” vs. requesting specific equipment and specific supplies), a modification will be required for the COPS Office to determine if items to be purchased are allowable. All modification requests involving the purchase of new budget categories must be approved, in writing, by the COPS Office prior to implementation. If the budget modification is not approved by the COPS Office, any associated grant funds will be deobligated during the award’s closeout period.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Sole Source Justification Guidance The grantee was advised, recipients who have been awarded funding for the procurement of an item (or group of items) or service in excess of $250,000 and who plan to seek approval for use of a noncompetitive procurement process must provide a written sole source justification to the COPS Office for approval prior to obligating, expending, or drawing down award funds for that item or service. 2 C.F.R. § 200.324(b)(2). They were further advised, if the Department is using grant funding for items or service (s) in excess of $250,000 and have already determined that the award of a contract through a competitive process is infeasible, they must provide a written justification that explains why it is necessary to contract noncompetitively.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation a potential issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The issue will be created as “Other” in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Unallowable Costs – Award # 15JCOPS-22-04328-SSIX During the review of the original application, grant payment history, quarterly financial reports, and the Department’s financial documentation, including detailed budgetary spreadsheets, additional unallowable costs was discovered: $28,024.00 for the VMAX Commander units and $15,921.60 in the DPI- 6 Camera System bundle. The School Violence Prevention Program solicitation designates license plate reader technology as unallowable costs. According to the financial draw down history, the agency did not utilize grant funds for this technology. Consequently, there is no compliance violation at this time. The grantee was advised to proactively review the 2022 School Violence Prevention Program award owner’s manual and allowable costs lists, aligning them with your proposed expenditures to maintain ongoing compliance. Comprehensive School

Safety Assessment Requirement - Recipients awarded funding through the SVPP must conduct comprehensive school safety assessments for all project-involved schools within the 36-month grant implementation period. The grantee was advised to ensure the School Safety Vulnerability Assessment Report completed in February 2023 fulfills this requirement. Their Department should maintain records of the assessment dates, specific areas of concern, identified problems, and proposed recommendations for resolution. Ensure the inclusion of participants such as law enforcement, teachers, students, any staff in the assessment.

Comments:

Comment 1:
Approved by Marcia Jackson 1/31/24.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: LaToya Pickett-Bell
Management Analyst

Subject: San Antonio Police Department/ TXSPD00

Date: 7/31/2024 10:36:00 AM

I. Overview of Site Visit

On Friday, June 14, 2024, Management Analyst LaToya Pickett-Bell conducted a grant monitoring site visit with the San Antonio Police Department ("the Department").

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following awards were reviewed: CHP Awards #2020ULWX0051 and #15JCOPS-23-GG-05060-UHPX; CPD Award #15JCOPS-21-GG-02475-SPPS; and LEMHWA Award #15JCOPS-23-GG-01695-LEMH.

Mrs. Pickett-Bell conducted an entrance interview with the following attendees: Fiscal Manager (b) (6) Fiscal Analyst (b) (6) Fiscal Analyst (b) (6) Administrative Services Officer (b) (6) ; Assistant Director (b) (6) Fiscal Analyst (b) (6) ; and Grants Management Officer (b) (6)
During this initial portion of the site visit, Mrs. Pickett-Bell provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Pickett-Bell discussed the Department's efforts to address domestic violence revictimization, community policing innovation, and officer safety and wellness.

It was explained that community policing started in their agency in 1994. At present, the city has roughly 1.6 million residents and over 20 million visitors per year. They further explained that domestic violence is a major concern and often are perpetuated by repeat offenders.

The Department's Crisis Response Team (CRT) has been a pivotal role player with the CHP awards. The CRT is housed at seven (7) substations, in which each officer is partnered with a civilian. The civilian component of the CRT helps to decrease complainants fear of reporting as they are more comfortable with speaking with a non-law enforcement officer during calls for service, particularly domestic violence. During intake, they assess risk levels and if deemed high risk, the CRT officer must respond within 24 hours.

Further, the award funding has allowed them to now have CRT officers available past the normal working hours, with additional coverage from 7 p.m. – 5 a.m. Monday-Sunday.
They have partnered with the following agencies in addressing domestic violence: Family Violence Center, Bexar County, Rape Crisis Center, Child Protective Service, County Prosecutor's Office, and the Justice Center. The Office of State Prosecutors is heavily involved in these cases and the health department has been addressing domestic violence and violence as a whole.

They have a multi-disciplinarian approach when handling domestic violence and child victims. Notably, Child Safe is a process in that when children are brought in for interviewing, the Department and District Attorney are both present so that the child(ren) aren't retraumaized for having to retell their story.

Texas law requires 700 hours of training for cadets; however, the department surpasses this by requiring officers to complete 1200 hours. Texas also requires 20 hours of yearly in-service training whereas the department mandates 40 hours. Specifically, trauma induced care and mental health and wellness are some of the in-service trainings provided.

Besides domestic violence, their other high crime issues are gun violence and property crime. For their crime-ridden areas, they implemented what is called the HotSpot Initiative, in which they deploy police vehicles in these areas and rotate every 15 minutes. In 2016, they purchased their first NIBIN machine and share it with other agencies. This machine has greatly aided them with solving gun crimes. They formerly used ShotSpotter but found that it wasn't effective, but that NIBIN was more successful.

Under the CPD award, the Street Smarts Virtual Reality (SSVR) was requested for funding. The SSVR can receive true human response through realistic stress inoculation that better prepares individuals for the rigors and demands required of law enforcement professionals. The use of force simulator was received in July/August 2023. The Department completed their first ICAT train-the-trainer course which was attended by 38 officers. They have postings in their daily bulletins that allow officers to participate in VR simulations as requested.

Under the LEMHWA award, they created a wellness unit last year. The wellness unit now have their own office that is comprised of six (6) officers, one (1) detective and one (1) sergeant. The first roll out of training will occur on July 1, 2024 and will focus on financial literary. Family members as well as civilians are allowed to participate in the trainings. The 100 Club of San Antonio will provide suicide prevention assistance starting in October 2024. Thankfully, the department did not experience any suicides in the last year.

Later in the afternoon, Mrs. Pickett-Bell, (b) (6) , participated in a community policing tour. During the tour, they visited the south patrol district station and met with several officers assigned to the CRT.The CRT was discussed in greater detail and elaborated on how they partner with private and non-profit organizations to offer critical services to domestic violence and child victims.

The site visit concluded with an exit interview with (b) (6) A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 315 S. Santa Rosa San Antonio, TX, 78207

Title: Chief of Police
Phone: (210) 207-7360
Fax: (210) 207-4377
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 315 S. Santa Rosa San Antonio, TX, 78207

Title: City Manager
Phone: (210) 207-8336
Fax:
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title: (b) (6)
Phone
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Fiscal Analyst
Phone: (210) 207-4269

Site Visit Contact 2
Name: (b) (6)

Title: Grants Management Officer
Phone: (210) 207-7342

Site Visit Contact 3
Name: (b) (6)

Title:
Phone: (210) 207-2406

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	2463
Actual Staffing Level from Oldest Hiring Grant Application	2463

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	TXSPD00	**GRANTEE NAME:**	San Antonio Police Department
GRANT:	15JCOPS23GG05060UHPX		
AWARD AMOUNT:	$6,250,006.00		
LOCAL MATCH:	$11,083,011.14		
SOURCE OF LOCAL MATCH (if applicable):	$11,083,000 -GENERAL FUNDS		
START DATE:	2023-10-01	**END DATE:**	2028-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

50 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Community Policing Innovation

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Community Policing Innovation

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The hired officers are still in the academy.

Total Number of COPS Funded Positions:	50	FT	PT
Total Number of COPS Positions Hired:	50	FT	PT
Total Number in academy:	50	FT	PT

Total Number on the Street:		FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions	250	FT	PT

Dates Vacant Positions will be Filled: Academy Date
classes ongoing

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

At the time of the site visits, the hired officers are still in the academy.

Grant Award Requirements:

CHP Award #15JCOPS-23-GG-05060-UHPX was awarded to the Department in the amount of $6,250,000 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for fifty (50) new-hire full-time sworn career law enforcement officers. Funding under this program will support three (3) years of officer or deputy salaries within a five-year period of performance to accommodate time needed for recruitment and hiring. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $11,083,000. The start date of this award is October 1, 2023, with an end date of September 30, 2028.

Comments:

At the time of the review, the agency had not drawn down any grant award fund; however, a review of the personnel forms for the assigned officers was conducted. Management Analyst, LaToya Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Upon reviewing the Budgeted and Actual Strength Chart, local vacancies were identified as follows: • FY 19 – 146 • FY 20 – 87 • FY 21 – 111 • FY 22 – 31 • FY 23 – 202 • FY 24 - 250

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - At the time of the visit, the Department failed to provide: •Documents detailing the sworn budgeted and actual staffing levels for FY 2019, FY 2020, FY 2021, FY 2022, FY 2023 and the current fiscal year (See the attached Budgeted and Actual Strength Level Chart); and •A list of the COPS-funded officers, specifying the hire/rehire/layoff date of the officers under the 2023 award.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI:	TXSPD00	**GRANTEE NAME:**	San Antonio Police Department
GRANT:	2020ULWX0051		
AWARD AMOUNT:	$3,125,000.00		
LOCAL MATCH:	$1,606,028.98		
SOURCE OF LOCAL MATCH (if applicable):	General funds		
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

25 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☑ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☑ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department's Crisis Response Team (CRT) is responsible for responding to calls for service involving domestic violence or crimes against children. Each of the 7 substations has a CRT team.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	25	FT	PT
Total Number of COPS Positions Hired:	25	FT	PT
Total Number in academy:		FT	PT

Total Number on the Street:	25	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions	250	FT	PT

Dates Vacant Positions will be Filled: Academy Date
classes are ongoing

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached hire and retention worksheet.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The CRT team is responsible for responding to and assigning a risk level to all domestic violence calls for service. They provide a multi-disciplinarian approach to include many stakeholders, both city, county and non-profit agencies, to offer critical help and support to victims.

Grant Award Requirements:

CHP Award #2020ULWX0051 was awarded to the Department in the amount of $3,125,000 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for twenty-five (25) new-hire full-time sworn career law enforcement officers. The allowable costs for which the Department's award has been approved are limited to those listed on the approved Financial Clearance Memo (FCM), which is included in the Department's award package. The local match requirement for this award is $1,606,029. The start date of this award is July 1, 2020, and the end date was extended to June 30, 2024.

Comments:

During the site visit, Mrs. LaToya Pickett-Bell was unable to conduct a thorough review of the hiring and compensation paid to the officers assigned to the award. The COPS 3.0 Community Policing Review was completed as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Upon reviewing the Budgeted and Actual Strength Chart, local vacancies were identified as follows: • FY 19 – 146 • FY 20 – 87 • FY 21 – 111 • FY 22 – 31 • FY 23 – 202 • FY 24 - 250

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - At the time of the visit, the Department failed to provide: • Please include copies of redacted* personnel orders or other similar documents authorizing the hiring and/or termination of the sworn COPS-funded officers; • Provide a redacted* copy of the DD-214 for each U.S. military veteran hired as indicated on the CHP applications for the awards (if applicable); • A detailed listing of budget expenditures and documentation, including a general ledger and chart of accounts, that supports each cost category as it appears in the awarded budgets. Also, please include the actual salaries and fringe benefits for each COPS-funded officer, per year. Expenditures related to the awards should clearly identify a COPS specific cost code in the Department's accounting system, the local match contribution, and should be further supported in the general ledger; • Documents detailing the sworn budgeted and actual staffing levels for FY 2019, FY 2020, FY 2021, FY 2022, FY 2023 and the current fiscal year (See the attached Budgeted and Actual Strength Level Chart);

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	TXSPD00	**GRANTEE NAME:**	San Antonio Police Department
GRANT:	15JCOPS21GG02475SPPS		
AWARD AMOUNT:	$171,600.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

CPD Award #15JCOPS-21-GG-02475-SPPS was awarded to the Department in the amount of $171,600 in federal funds over a two-year (24-month) award period. CPD funds are used to develop the capacity of law enforcement to implement community policing strategies by providing guidance on promising practices through the development and testing of innovative strategies; building knowledge about effective practices and outcomes; and supporting new, creative approaches to preventing crime and promoting safe communities. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is September 1, 2021, and the end date was extended to August 31, 2024.

Comments:

Management Analyst, LaToya Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - At the time of the visit, the Department failed to provide: • Documentation that may include receipts, paid purchase orders and/or paid invoices reflecting payment for all items procured under the CPD award (virtual reality system and ICAT de-escalation training). Such expenditures should also be supported on the general ledger.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	TXSPD00	**GRANTEE NAME:**	San Antonio Police Department
GRANT:	15JCOPS23GG01695LEMH		
AWARD AMOUNT:	$69,726.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2023-10-01	**END DATE:**	2025-09-30

Grant Award Requirements:

LEMHWA Award #15JCOPS-23-GG-01695-LEMH was awarded to the Department in the amount of $69,726 in federal funds over a two-year (24-month) award period. LEMHWA funds are used to improve the delivery of and access to mental health and wellness services for law enforcement through the implementation of peer support, training, family resources, suicide prevention, and other promising practices for wellness programs. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is October 1, 2023, with an end date of September 30, 2025.

Comments:

At the time of the review, the agency had not drawn down any grant award funds or incurred grant expenses. Management Analyst, LaToya Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable,

consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 7/31/2024.

Supervisor Approval:

Marcia Jackson

U.S. Department of Justice
Office of Community Oriented Policing Services

Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: Tammy Richardson
Grant Management Specialist

Subject: Seminole Tribe of Florida/ FL00634

Date: 2/14/2024 4:18:00 PM

I. Overview of EOBGR

On Friday, December 1, 2023, Grant Management Specialist Tammy Richardson conducted an Enhanced Office Based Grant Review (EOBGR) the Semiole Tribe of Florida ("the Tribe").

The purposes of the EOBGR were to assess compliance with the COPS grant award regulations, terms and conditions; review the Tribe's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS awards were reviewed: COPS School Violence Prevention Program (SVPP) Award #2020SVWX0009 and COPS Tribal Resources Grant Program – Equipment and Training (TRGP-E/T) Award #2020HEWX0005.

Mrs. Richardson conducted an entrance interview with the following attendees: Accountant (b) (6) , Assistant Director of Accounting (b) (6) , EAO Sr. Director of Administration (b) (6) , and Captain (b) (6) . During this initial portion of the EOBGR, Mrs. Richardson provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Richardson discussed the Tribe's community policing efforts focusing on school-based policing efforts. During this portion of the EOBGR, Mrs. Richardson was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the TRGP-E/T and SVPP awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

Captain (b) (6) explained that the Tribe's biggest problem is with ATV accidents. Every Tribe member has an ATV and ride them continuously. The Tribe has had over 68 ATV accidents over a three year span which is a lot in such a small community. The Main focus of the Tribe is to form relationships with the community by means of ATV safety training. The training will reduce accidents. The safety training would also address the community policing strategies of community engagement, partnership development and trust building while developing relationships with the community and the officers.

(b) (6) explained that the funding received from the COPS Office has allowed the Tribe to create a multi-tiered, comprehensive approach to preventing school violence, woven into the framework of the threat assessment model. This has increased a sense of community, linking the students to resources, and case management of students who potentially pose a risk to their environment.

At the time of application, the Tribe indicated a need for a panic button and visitor management system to improve school safety and security. A risk assessment was the first thing that was procured. A vendor came on site and did an in-depth analysis of the safety and risk concerns for both schools as well as a lighting assessment. Based upon the assessment and their analysis of the schools, there where gaps with lighting, door locks and fencing.

The lighting assessment indicated areas of no lights or areas that were too dark creating limited to no visibility.The Tribe has remedied some of the issues but is still working on solutions to upgrade existing light.

With the installation of the visitor management system and the panic button system, it has allowed for a much quicker response time. The visitor management system has changed the way the Tribe handles guests and visitors. Rather than just coming in, they now must go through a system, their driver's license is checked against the family watchdog system. The Tribe is also working with Homeland Security on a trespass list which will allow for a more robust way of screening and clearing visitors from coming on the campus in addition to keeping unwanted visitors off the campus.One of the main goals of the Tribe is to promote a safe and healthy learning environment.

In a subsequent discussion, Mrs. Richardson discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Tribe's award.

The EOBGR concluded with an exit interview with the attendees. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the Tribe in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 6300 Stirling Road Hollywood, FL, 33024

Title: Executive Director
Phone: (954) 967-5100
Fax: (954) 967-5121
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 6300 Stirling Road Hollywood, FL, 33024

Title: Tribal Chairman
Phone: (954) 683-7800
Fax: (954) 967-3486
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title: (b) (6)
Phone
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title:
Phone: (954) 966-6300

Site Visit Contact 2
Name: (b) (6)

Title: Captain
Phone: (863) 763-5731

Site Visit Contact 3
Name: (b) (6)

Title: EAO Sr. Director of Administration
Phone: (954) 966-6300

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	FL00634	**GRANTEE NAME:**	Seminole Tribe of Florida
GRANT:	2020HEWX0005		
AWARD AMOUNT:	$238,631.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2020-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

TRGP-E/T Award #2020HEWX0005 was awarded to the Tribe in the amount of $238,631 in federal funds under the 2020 COPS TRGP-E/T Award Program, which your Tribe applied for under the Coordinated Tribal Assistance Solicitation (CTAS) Purpose Area #1: Public Safety and Community Policing. The funding under this project is for the payment of approved costs to meet the most serious needs of law enforcement in tribal communities. The allowable costs for which the Tribe's award has been approved are limited to those listed on the FCM, which is included in the Tribe's award package. There is no local match requirement. The start date of this award is September 1, 2020, and the end date was extended to February 28, 2025

Comments:

During the desk review, a review of the Tribe's financial invoices, expenditures, and purchase orders for the equipment procured under the award was performed.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	FL00634	**GRANTEE NAME:**	Seminole Tribe of Florida
GRANT:	2020SVWX0009		
AWARD AMOUNT:	$144,281.00		
LOCAL MATCH:	$48,094.00		
SOURCE OF LOCAL MATCH (if applicable):	General Funds		
START DATE:	2020-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

SVPP Award #2020SVWX0009 was awarded to the Tribe in the amount of $144,281 in federal funds over a three-year/36-month award funding period to improve security at schools and on school grounds within the jurisdiction through evidence-based school safety programs. The allowable costs for which the Tribe's award has been approved are limited to those listed on the Financial Clearance Memorandum (FCM), which is included in the Tribe's award package. The local match requirement for this award is $48,094. The start date of this grant award is September 1, 2020, and the end date was extended to February 29, 2024.

Comments:

During the desk review, Mrs. Richardson conducted a financial review of the original application, grant payment history, quarterly financial reports, and the Tribe's financial documentation.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or

embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 2/14/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Judith Daniel Williford
Grant Program Manager

Subject: Shoshoni Police Department/ WY00704

Date: 8/22/2024 10:39:00 AM

I. Overview of EOBGR

On May 16, 2024, Grant Management Specialist Ms. Judith Williford, along with Ms. Andrea Little, conducted and Enhanced Office Based Grant Review (EOBGR) with the Shoshoni Police Department ("the Department"). The purposes of the EOBGR were to assess compliance with the COPS grant award regulations, terms, and conditions; review the Department's community policing efforts; and to provide customer service and technical assistance. During the EOBGR, the following COPS grant award was reviewed: COPS Hiring Program (CHP) Award #2020UMWX0287.

Ms. Williford, along with Ms. Little conducted an entrance interview with Chief (b) (6) During this initial portion of the EOBGR, Ms. Williford provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Williford discussed the Department's community policing efforts. The agency provided extensive overview of their community policing efforts, particularly in relationship to the COPS grant award. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP grant award. Based upon the supporting documentation provided and the community policing discussion, the Department has demonstrated its advancement of community policing.

Chief (b) (6) provided documentation regarding the retention of officers and their efforts to eliminate non-violent crime issues that occurred due to homelessness. During the desk review, it was identified that the two (2) grant funded positions were used to support the agency's ability to decrease non-violent crimes and excessive traffic issues. Chief (b) (6) provided extensive information regarding the traffic situation, as his agency is located on the direct route to the Yellow Stone National Park. (b) (6) reassessed duties of the COPS officers to support the major traffic situation and provided documentation addressing this situation.

In a subsequent discussion, Ms. Little discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's CHP grant award. During the discussion, Ms. Williford reviewed the salaries and fringe benefits, expenditures, and other relevant financial documentation for the grant funded officers.

The EOBGR concluded with an exit interview with Chief (b) (6) A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 102 East 2nd Street Shoshoni, WY, 82649

Title: Chief of Police
Phone: (307) 876-2600
Fax: (307) 876-2202
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 102 East 2nd Street Shoshoni, WY, 82649

Title: Mayor
Phone: (307) 876-2515
Fax: (307) 876-2202
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title: (b) (6)
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: CHIEF OF POLICE
Phone: (307) 876-2600

Site Visit Contact 2
Name:

Title:
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	**To**	**Full-Time**	**Part-Time**	**Full-Time**	**Part-Time**
7/1/2021	6/30/2024	4	0	3	0

HIRING 3.0 COPS GRANT

ORI:	WY00704	**GRANTEE NAME:**	Shoshoni Police Department
GRANT:	2020UMWX0287		
AWARD AMOUNT:	$241,882.00		
LOCAL MATCH:	$80,626.92		

SOURCE OF LOCAL MATCH (if applicable): The local match contribution is obtained from city revenue, the Local Match requirement was $80,627.18.

START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

2	New Hires
0	Rehires – Previously Laid Off
0	Rehires – Scheduled for Layoffs
0	Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The agency hired full time entry level officer positions to provide community policing services throughout the city to criminal activity. Chief (b) (6) and team instituted a program to handle traffic and non-violent crimes, which decreased and major traffic issues and nonviolent crimes and petty theft.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Misdemeanor Crimes

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☑ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Misdemeanor Crimes

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Chief provided extra support, the local sworn (through new hires) to support the decline in heavy traffic management and the support in eliminating the petty theft of unhoused citizens and non-violent crimes. The Chief provided extensive information regarding the traffic situation, as his agency is located on the direct route to the Yellow Stone National Park. (b) (6) reassessed duties of the COPS officers to support the major traffic situation and provided documentation addressing

the situation.

Total Number of COPS Funded Positions:	2	FT	0	PT
Total Number of COPS Positions Hired:	2	FT	0	PT
Total Number in academy:	0	FT	0	PT
Total Number on the Street:	2	FT		PT
Total Number of COPS Funded Positions Vacant:	0	FT	0	PT
Total Number of Local Vacant Positions	0	FT	0	PT

Dates Vacant Positions will be Filled: n/a Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

"SEE HIRE RETENTION WORKSHEET"

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Grant funded positions (2), were used to support the agency's ability to decrease non-violent crimes and non-violent actions, and support the excessive traffic issues, and non-violent crimes by unhoused which occurred based on documentation provided by the agency.

Grant Award Requirements:

CHP Award #2020UMWX0287 was awarded to the Shoshoni Police Department in the amount of $241,882 in federal funds over a three-year/36-month award funding period for the approved entry-level salary and fringe benefits 2 new-hire full-time sworn career law enforcement officers. There is a local match requirement of $80,627. The start date of this award is July 1, 2020, and the end date was extended to June 30, 2024.

Comments:

During the EOBGR, a review was performed of the Department’s hiring history, payroll ledgers and other financial related documentation related to the expenditures incurred under the award. Ms. Little and Ms. Williford conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee’s historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by local vacancies was identified. The Department experienced one (1) local vacancy in FY2020.

Supplanting – Other

The Awardee’s approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data.

Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - During the desk review, a financial review was conducted of the award payment histories and the Department's financial documentation, to include the budgeted expenditure worksheet. Upon reviewing the financial documentation cost were identified for life insurance expenses for an aggregate of $830.00. These costs were unsupported by the approved budgeted FCM.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - Based upon review of the requested documentation, the department failed to provide a complete accounting ledger to detail a listing of all budget expenditures that supports each cost category as it appears in the awarded budget and the FCM. The department was given a suspense date to provide the documentation. On May 16, 2024, the documentation was provided, and the issue has been resolved.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Supervisor Approval:

LaToya Pickett-Bell

To: Grant Monitoring File

From: Latoya Pickett-Bell
Management Analyst

Subject: Soboba Band of Mission Indians/ CA067ZZ

Date: 11/2/2023 2:13:00 PM

I. Overview of Site Visit

On Wednesday, October 18, 2023, Management Analyst LaToya Pickett-Bell conducted a site visit with the Soboba Band of Luiseno Indians ("the Tribe").

The purposes of the site visit were to: assess compliance with the COPS awards regulations, terms, and conditions; review the Tribe's community policing efforts; and provide customer service and technical assistance. The following awards were reviewed: COPS Tribal Resources Grant Program – Equipment and Training (TRGP E/T) Award #15JCOPS-21-GG-03385-INDI; School Violence Prevention Program (SVPP) Award #15JCOPS-21-GG-03635-SSIX; and Law Enforcement and Mental Health and Wellness Act (LEMWHA) Award #15JCOPS-21-GG-02134-SLEM.

Mrs. Pickett-Bell conducted an entrance interview with the following attendees: Grants Administrator (b) (6) Public Safety Director (b) (6) (b) (6) ; Controller (b) (6) Tribal Executive Officer (b) (6) ; Senior Accountant (b) (6) ; Principal (b) (6) ; School Resource Officer (b) (6) ; and Account Manager (b) (6)

During this initial portion of the visit, Mrs. Pickett-Bell provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Pickett-Bell inquired about the Tribe's community policing, school safety, officer mental health efforts. During this discussion, Mrs. Pickett-Bell was informed of the efforts undertaken to create a safer school climate, improve the mental health services to officers, and procure essential technology and equipment needed for their rural reservation.

The Tribe has roughly 1,500 tribal members and covers over 8,000 acres of terrain. Additionally, the police department has a sworn staffing level of thirty (30) full-time officers.

Under the TRGP-E/T award, the Tribe explained that they currently had 171 cases they've been able to address since award receipt. They've purchased the essential basic equipment for their officers; however, they have yet to procure the cage due to equipment cost and is pending a modification.

Additionally, the Tribal council put a halt on purchasing the awarded vehicle due to nationwide increases in vehicle costs. They are currently working with Enterprise to consider leasing a vehicle and anticipate having the agreement solidified by the end of the year.

Further, the radios haven't been purchased as there isn't an agreement with the county as of yet and the absence of an interoperability agreement with the county police to share radio frequencies. The LexiPol database has aided them in updating their policies and procedures and their legal team is currently reviewing the changes and will subsequently finalize all manuals and best practices.

The Tribe expressed their dire need to attain additional UTVs to assist with the terrain, as they currently have only one (1), which is not sufficient to cover the expansive landscape of their reservation.

With their MOU with the local Sheriff's Department, when they're outside the tribal boundaries, officers serve as security guards and cannot enforce tribal laws. When in need of enforcement, they dispatch the Sheriff's Office or can elect to make a citizen's arrest. Furthermore, they further explained that they currently do not have a Tribal court but is working to obtain one.

Under the SVPP award, the Tribe explained the efforts taken to improve security on NOLI school grounds. The NOLI school has roughly 100 students.

In addressing the efforts taken to increase and improve security and promote partnerships, the Department of Public Safety hosted several security trainings, in which the School Resource Officer participated.

Some of the concerns presented by the Tribe is trespassing on school grounds. The purchase of security cameras has aided them in identifying trespassers.

The tribal police and fire departments are involved in all safety drills which occurs twice a year. Occasionally, the Sheriff's Office participates depending on the type of drill being conducted. Also, the Tribe has a contract with Sheriff's Office whereas they participate in community events, hold trainings, and provide critical services.

The Tribe has been impacted with fentanyl usage and as of the day of the site visit, they recently identified four (4) cases with one (1) resulting in a fatality. The Indian Health has since provided Narcan to the school in the event of an overdose or exposure.

The NOLI school identified that the camera equipment that was originally identified in application was no longer necessary, as they used local funds that was already budgeted and as such, will need to modify the award.

Regarding the LEMWHA award, the Department previously informed the COPS Office in writing the difficulty in finding a Licensed Clinical Social Worker. At the time of the visit, the Tribe recently submitted and was approved to modify the award to create a Department Peer Support Team. The Peer Support Team will be comprised of Tribal staff and will be on call in case of emergencies. They will be responsible for conducting pre-peer support meetings. Remarkably, they had ten (10) officers express interests in being on the team, although they identified they only need approximately five (5).

At the time of the site visit, the Tribe had not begun drawing down funds from the SVPP and LEMWHA awards.

Mrs. Pickett-Bell discussed the financial, administrative, and programmatic review of the Tribe's awards with the aforementioned attendees. Mrs. Pickett-Bell reviewed the invoices and purchase orders for the expenditures incurred under the TRGP-E/T award.
The site visit concluded with an exit interview. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Tribe in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: P.O. Box 487 San Jacinto, CA, 92581

Title: Tribal Administrator
Phone: (951) 654-5544
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: P.O. Box 487 San Jacinto, CA, 92581

Title: Tribal Chairman
Phone: (951) 654-5544
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Tribal Executive Officer
Phone: (951) 654-5544

Site Visit Contact 2
Name: (b) (6)

Title: Controller
Phone: (951) 654-5544

Site Visit Contact 3
Name: (b) (6)

Title: Public Safety Director
Phone: (951) 654-5544

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	CA067ZZ	**GRANTEE NAME:**	Soboba Band of Mission Indians
GRANT:	15JCOPS21GG02134SLEM		
AWARD AMOUNT:	$69,175.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

Law Enforcement and Mental Health and Wellness Act (LEMWHA) Award #15JCOPS-21-GG-02134-SLEM was awarded to the Tribe in the amount of $69,175 in federal funds over a two-year (24 month) award funding period. The purpose of the LEMHWA Program funds are used to improve the delivery of and access to mental health and wellness services for law enforcement through the implementation of peer support, training, family resources, suicide prevention, and other promising practices for wellness programs. The LEMHWA program will fund projects that develop knowledge, increase awareness of effective mental health and wellness strategies, increase the skills and abilities of law enforcement, and increase the number of law enforcement agencies and relevant stakeholders using peer support, training, family resources, suicide prevention, and other promising practices for wellness programs. There is no local cash match requirement. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is September 1, 2021, with an end date of August 31, 2023.

Comments:

At the time of the site visit, the Tribe had not begun implementing the award. Management Analyst, LaToya Pickett-Bell conducted a 3.0 Community Policing Review as part of the
community review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed

budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	CA067ZZ	**GRANTEE NAME:**	Soboba Band of Mission Indians
GRANT:	15JCOPS21GG03385INDI		
AWARD AMOUNT:	$216,945.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-11-01	**END DATE:**	2024-10-31

Grant Award Requirements:

TRGP E/T Award #15JCOPS-21-GG-03385-INDI was awarded to the Tribe in the amount of $216,945 in federal funds over a three-year (36 month) award funding period. The purpose of the COPS Office Tribal Resources Grant Equipment/Training Program (TRGP-Equipment/Training) is to advance the practice of community policing in tribal jurisdictions and meet the most serious tribal law enforcement needs. Funding under this award will be utilized by the tribal jurisdiction to procure basic equipment, technology and training to increase the jurisdiction's community policing capacity to prevent and disrupt crime and violence. There is no local cash match requirement. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is November 1, 2021, with an end date of October 31, 2024.

Comments:

During the site visit, a review was conducted of the Tribe's financial expenditures inclusive of invoices, general ledger, purchase orders, and a timeline to complete the installation of the grant funded equipment. Management Analyst, LaToya Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	CA067ZZ	**GRANTEE NAME:**	Soboba Band of Mission Indians
GRANT:	15JCOPS21GG03635SSIX		
AWARD AMOUNT:	$116,250.00		
LOCAL MATCH:	$38,750.00		
SOURCE OF LOCAL MATCH (if applicable):	Local match of $38,750 = general funds.		
START DATE:	2021-10-01	**END DATE:**	2024-09-30

Grant Award Requirements:

COPS School Violence Prevention Program Award #15JCOPS-21-GG-03635-SSIX was awarded to the Tribe in the amount of $116,250 in federal funds over a three-year (36 month) award funding period. The purpose of the COPS Office School Violence Prevention Program (SVPP) is to improve security at schools and on school grounds through school safety programs and technology. Funding under this award will be used by the school jurisdiction to implement evidence-based programs to improve school security and promote a positive learning environment for all students. There is a local cash match requirement of $38,750. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is October 1, 2021, with an end date of September 30, 2024.

Comments:

At the time of the site visit, the Tribe had not begun implementing the award. Management Analyst, LaToya Pickett-Bell conducted a 3.0 Community Policing Review as part of the
community review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed

budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 11.2.2023.

Supervisor Approval:

Marcia Jackson

U.S. Department of Justice
Office of Community Oriented Policing Services
COPS
Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: Wayne McCall
Lead Grant Program Specialist

Subject: Spartanburg Department of Public Safety/ SC04201

Date: 4/16/2024 11:27:00 AM

I. Overview of EOBGR

On January 17, 2024, Lead Grant Program Specialist Wayne McCall conducted an Enhanced Office Based Grant Review (EOBGR) with the Spartanburg Police Department ("the Department"). The purpose of the EOBGR were to assess compliance with the COPS grant awards regulations, terms and conditions; review and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant awards were reviewed: COPS Hiring Program (CHP) Award 2020UMWX0062 and 15JCOPS-21-GG-03777-SSIX.

Mr. McCall conducted an entrance interview with (b) (6) . During this portion of the EOBGR, Mr. McCall provided a brief history of the COPS Office, explained the purpose of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Mr. McCall discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Mr. McCall was provided with supporting documentation, which demonstrated the Department's community policing efforts. By establishing links with the community, the department explained they could learn of issues and respond to them before they become problems began. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP and SVPP grant awards. The Spartanburg Police Department's mission is to partner and collaborate with community stakeholders to enhance the quality of police services we provide. One of their six values is "Partnerships". Personnel from all levels of the agency are engaged in programs such as the citizens academies for adults and youth.

Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

(Heart) is another program for which the city of Spartanburg staff created (Homeless Engagement And Response Team). HEART hopes to address the needs of those living, working, residing, and/or experiencing homelessness in the Spartanburg community. HEART is a collaborative effort involving community service providers.

In a subsequent discussion, Mr. McCall discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's CHP and SVPP grant awards. During the discussion, Mr. McCall reiterated in the initial notification letter that was issued to the Department on October 2023 and again on January 10, 2024, the Department was asked to provide information related to Budgeted and Actual Strength Chart, Dates of Hiring and Termination, Background Investigation and DD-214 Worksheet, and financial expenditures for the CHP award. However, at the time of the EOBGR meeting, the agency has failed to provide all of the requested documentation.

The EOBGR concluded with an exit interview with (b) (6) A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 145 West Broad Street Spartanburg, SC, 29306

Title: Chief of Police
Phone: (864) 596-2376
Fax: (864) 596-2152
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 145 West Broad Street Spartanburg, SC, 29306

Title: City Manager
Phone: (864) 596-2026
Fax: (864) 596-2313
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title:
Phone (b) (6)
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title:
Phone: (864) 596-2820

Site Visit Contact 2
Name: (b) (6)

Title:
Phone: (864) 596-2010

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	SC04201	**GRANTEE NAME:**	Spartanburg Department of Public Safety
GRANT:	2020UMWX0062		
AWARD AMOUNT:	$351,762.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☑ Yes ☐ No

☑ Full ☐ Partial

Category of COPS-funded Positions:

2 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☑ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The agency had not hired the awarded officers and therefore had not begun implementing the CHP award.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☑ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☑ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☑ No

-Describe the agency's progress toward addressing the identified problems:

The agency had not hired the awarded officers and therefore had not begun implementing the CHP award.

Total Number of COPS Funded Positions:	2	FT	PT
Total Number of COPS Positions Hired:	0	FT	PT

Total Number in academy:	0	FT	PT
Total Number on the Street:	0	FT	PT
Total Number of COPS Funded Positions Vacant:	2	FT	PT
Total Number of Local Vacant Positions	13	FT	PT

Dates Vacant Positions will be Filled: TBD Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☐ No

Date(s) of hire:

The agency had not hired the awarded officers and therefore had not begun implementing the CHP award.

Salary & benefits consistent with Financial Clearance Memorandum: ☐ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The agency had not hired the awarded officers and therefore had not begun implementing the CHP award.

Grant Award Requirements:

CHP Award #2020UMWX0062 was awarded to the Department in the amount of $351,762.00 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for two (2) new-hire full-time sworn career law enforcement officers. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is 0. The start date of this award is July 1, 2020, with and end date of June 30, 2024.

Comments:

During the EOBGR, a review was not able to be performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program due to the grantee failure to provide the requested documentation. Mr. McCall conducted a COPS 3.0 Community Policing Review discussion as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. In addition, a review of the award recipient's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted, demonstrating that active and timely steps were taken to backfill local vacancies. No compliance issues were identified.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Comments - "staff was unable to verify activities consistent with Progress Report and Application due to the agency failure to provide the requested documentation".

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Comments - In the initial notification letter that was issued to your Department on October 2023 and again on January 10, 2024, and during the EOBGR on January 16, 2024, the Department was asked to provide information related to: • A detailed listing of budget expenditures and documentation, including a general ledger, that supports each cost category as it appears in the awarded budgets. Please include the actual salaries and fringe benefits for each COPS-funded officer, per year. Expenditures related to the awards should clearly identify a COPS specific cost code in the Department's accounting system and the local match contribution and further supported in the general ledger; • Documents detailing sworn budgeted and actual staffing levels for FY 2019, FY 2020, FY 2021, FY 2022 and the current fiscal year (See the attached Budgeted and Actual Strength Level Chart); • List of the COPS-funded officers, specifying the hire/rehire/layoff date of the officers (See the attached Dates of Hiring and Termination, Background Investigation and DD-214 Worksheets). Please be sure to indicate on the worksheet the completion date of the background investigation conducted for each position hired under the awards; and, provide a redacted* copy of the DD-214 for each U.S. military veteran hired as indicated on the CHP applications for the award (if applicable). As of the date of the EOBGR feedback letter, the agency has not provided the requested documentation.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	SC04201	**GRANTEE NAME:**	Spartanburg Department of Public Safety
GRANT:	15JCOPS21GG03777SSIX		
AWARD AMOUNT:	$262,356.00		
LOCAL MATCH:	$87,452.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-10-01	**END DATE:**	2024-09-30

Grant Award Requirements:

SVPP #15JCOPS-21-GG-03777-SSIX was awarded to the Department in the amount of $262,356.00 in federal funds over a three-year (36 month) award period. The funding under this project is for the payment of three years (36 months) of approved funding for the improvement of security at schools or school grounds through school safety program and technology. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $101,740.00. The start date of this award is October 1, 2021, with an end date of September 30, 2024.

Comments:

During the EOBGR, a review was performed of Department's invoices, purchase orders, training expenditures, inventory records and other relevant financial documentation for this SVPP #15JCOPS-21-GG-03777-SSIX award. Mr. McCall conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Comments - "staff was unable to verify activities consistent with Progress Report and Application due to the agency failure to provide the requested documentation".

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Comments - "staff was unable to verify activities consistent with Progress Report and Application due to the agency failure to provide the requested documentation".

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Comments -

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 4/16/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Antonio Tovar
Grants Management Specialist

Subject: Summerset Police Department/ SD079ZZ

Date: 8/1/2024 6:00:00 PM

I. Overview of EOBGR

On Tuesday, June 11, 2024, Grants Management Specialist Antonio Tovar conducted a grant monitoring Enhanced Office Based Grant Review (EOBGR) with the City of Summerset ("the Department"). Mr. Tovar was joined by the following COPS staff: Assistant Director Marcia Jackson.

The purpose of the EOBGR was to assess compliance with the COPS award regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following award was reviewed: COPS Hiring Program (CHP) Award #2020UMWX0187.

Mr. Tovar conducted an entrance interview with the following attendees: Chief (b) (6) City Administrator (b) (6) Finance Officer (b) (6) ; and Former Finance Officer (b) (6) .

During this initial portion of the EOBGR, Mr. Tovar provided a brief history of the COPS Office, explained the purpose and overview of the desk review, and confirmed the finalized agenda.

After opening remarks and introductions, Chief (b) (6) discussed the Department's community policing efforts. Mr. Tovar was apprised of their initiative to prevent and combat violent crime, drugs, burglaries, and thefts, particularly in the City of Summerset.

Summerset Police Department (SPD) has multiple partnerships and projects in place to help combat drugs, burglaries, and thefts. The Grand Lodge Masons of South Dakota, U.S. Marshals Service, Meade County Teen Court, Meade School District, Piedmont American Legion, Hills View Evangelical Free Church, and Our Lady of the Black Hills, all of which are related to preventing and combating violent crime.

Specifically, The Grand Lodge Masons of South Dakota are setup to help facilitate the Child ID program. The Public Safety Commissioner is taking the reins on this initiative. This will provide parents the ability to have their kids registered in a national database, if ever needed, to assist their efforts to locate their missing child. There is an event scheduled for August 2024, hosted by SPD at City Hall. SPD and its officers have also been very fortunate to receive advanced training by the U.S. Marshals for firearms, surveillance, and criminal investigation. Training was conducted in late June, "Officer Down" which encompasses first aid, medivac, and combat – one (1) full day and eight (8) hours of training.

The Field Training Officer (FTO) method and the Police Training Officer (PTO) method have allowed SPD to transform their current training regime to a more hybrid model by adding officers to PTO school, adult based learning with trainers and officers. Not enough PTO officers trained out of necessity and lack on manpower. This allowed the department to train officers primarily in the PTO method to incorporate community-oriented policing and a problem-solving service delivery method. Using the PTO method allows officers to complete the Neighborhood Portfolio Exercise (NPE) - collaborate with business owners to discover and learn about anything law enforcement can do to help with any theft and to understand the importance of community participation in the problem-solving process, and the integral role of community partners during the trainee's learning.

Related to Problem Solving, SPD has identified that creativity is key. More trust with the public and foot patrols are just and necessary. SPD has incorporated property checks, leaving placards on doors informing the public when they've visited their home. They have also caught up with their NIBRS requirement, while continuing to collaborate with neighborhood partners.

To aid in preventing criminal activity and following cases to a ensure a successful prosecution, SPD has identified a problem with an increased rate of shoplifting at retail locations within the city. The department responded by instituting a decoy car program that target burglaries and thefts. A force multiplier, deployed to businesses and specific areas. Some success, but still in its infancy. One (1) car now and parked no longer than twenty-four (24) hours and is moved from business to business every few hours after.

Additionally, SPD is incorporating technology to search for and attempt to recover stolen property. LeadsOnline, the software responsible with assisting in this effort, helps with the overall search and as a result, search warrants to recover stolen property.

In a subsequent discussion, Mr. Tovar discussed the financial, administrative, and programmatic review of the Department's awards with the attendees. During this portion, Mr. Tovar reviewed the hiring documentation and award expenditures incurred for the officers assigned to the CHP award.

The desk review concluded with an exit interview with aforementioned individuals. A summary of the desk review was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 7055 Leisure Lane Summerset, SD, 57718

Title: Chief of Police
Phone: (605) 721-6806
Fax: (605) 721-6381
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 7055 Leisure Lane Summerset, SD, 57718

Title: Administrator
Phone: (605) 718-9858
Fax:
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title: (b) (6)
Phone
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: (Former) Finance Officer
Phone: (605) 890-2836

Site Visit Contact 2
Name: (b) (6)

Title: Finance Officer
Phone: (605) 718-9858

Site Visit Contact 3
Name (b) (6)

Title: City Administrator
Phone: (605) 718-9858

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	4
Actual Staffing Level from Oldest Hiring Grant Application	4

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	SD079ZZ	**GRANTEE NAME:**	Summerset Police Department
GRANT:	2020UMWX0187		
AWARD AMOUNT:	$374,998.00		
LOCAL MATCH:	$124,999.90		
SOURCE OF LOCAL MATCH (if applicable):	Local Funds		
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

3	New Hires
0	Rehires – Previously Laid Off
0	Rehires – Scheduled for Layoffs
	Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☑ Assault ☐ Homicide ☑ Rape ☑ Robbery ☑ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☑ Assault ☐ Homicide ☐ Rape ☑ Robbery ☑ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Summerset PD has been able to develop and expand various community programs thanks to COPS funding. Initiatives such as, youth outreach activities, community surveys, and community meetings have seen a boost. These programs not only address immediate safety concerns but also build long-term partnerships between the police and the community. With the support of COPS funding, Summerset PD has integrated advanced technology into their community policing efforts and will continue to do so.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	3	FT	PT
Total Number of COPS Positions Hired:	3	FT	PT

Total Number in academy:		FT	PT
Total Number on the Street:	3	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions		FT	PT

Dates Vacant Positions will be Filled: Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached - Dates of Hiring and Termination Background DD 214.pdf

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

During the past year, Summerset PD has seen an increase in crimes committed against the business community. The increase of this type can be attributed to an increase in drug abuse. They have also seen an increase in domestic/family violence in the community. In 2019, a new middle school opened in Summerset. Along with the school, came a dramatic increase in child abuse and sexual assault cases reported. Summerset is utilizing the grant to add the additional officers to increase their ability to provide police services to the community.

Grant Award Requirements:

CHP Award #2020UMWX0187 was awarded to the Department in the amount of $374,998 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for three (3) new-hire full-time sworn career law enforcement officers. The CHP award provides funding to law enforcement agencies to hire and/or rehire career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $125,000. The start date of this award is July 1, 2020, and the end date was extended to January 31, 2024.

Comments:

During the EOBGR, Grant Management Specialist Antonio Tovar conducted a review of the Department's budgeted and actual staffing levels, hiring of the sworn officer positions and the salaries and fringe benefits incurred. Mr. Tovar conducted a 3.0 Community Policing Review as part of the community review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. In addition, a review of the award recipient's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted, demonstrating that active and timely steps were taken to backfill local vacancies. No compliance issues were identified.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The start date of this award is July 1, 2020, and the end date was January 31, 2024. Based on the review of the Hire and Retention Worksheet, it was advised that the agency submit a no cost extension to meet the 36-month hiring requirement for each position. The extension was submitted, and the new end date is January 31, 2025.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 8/1/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Latoya Pickett-Bell
Management Analyst

Subject: SUPERIOR COURT OF GUAM/ GU001ZZ

Date: 4/15/2024 2:07:00 PM

I. Overview of Site Visit

On Tuesday, April 9, 2024, Management Analyst LaToya Pickett-Bell conducted a grant monitoring site visit with the Superior Court of Guam ("the Department").

The purpose of the site visit was to assess compliance with the COPS award regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following award was reviewed: CPD Award #15JCOPS-21-GG-02470-SPPS.

Mrs. Pickett-Bell conducted an entrance interview with the following attendees: CPO Administrator (b) (6) ; Marshall of the Court (b) (6) ; Finance Administrator (b) (6) ; Program Coordinator (b) (6) ; Chief Probation Officer (b) (6) ; and Administrator (b) (6)

During this initial portion of the site visit, Mrs. Pickett-Bell provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Pickett-Bell discussed the Department's de-escalation training.

The Department received funding to develop and conduct a de-escalation train-the-trainer course for law enforcement personnel. The Program Coordinator works closely with the Training Section of the Marshal Services Division with the Superior Court. The Training Section is responsible for the delivery of training to the certified peace officers of the Judiciary.

The agency explained that they conduct a strategic plan every three (3) months. They have been focusing on peace officers who are seeking to become law enforcement officers. Further, with the award funding, they were approved to use the Management of Aggressive Behavior (MOAB) training. Since its deployment, they have trained 25 law enforcement officers from the following agencies: Guam Police Department, Port Authority, Parks and Recreation, Department of Corrections, Department of Agriculture, Department of Education, and Guam Airport Authority. Every Chief of the agencies has signed a letter of commitment to partake in the training and end user training.

The planned training was successfully completed training July 26-28, 2022. At present, they are at the phase of performing their end user training. The court Marshalls completed a training calendar for all its Marshalls and deputies and hopes to train 9-10 officers. As of the day of the visit, the Department was actively conducting a joint training with the Marshalls and Probation and Parole. Following the end user training, the agency plans to implement a satisfaction survey to be disseminated to all trainees.

In a subsequent discussion, Mrs. Pickett-Bell, discussed the financial, administrative, and programmatic review of the Department's award with the aforementioned individuals. At the time of the visit, Mrs. Pickett-Bell reviewed the invoices and purchase orders for the equipment, supplies and indirect costs incurred under the award.

The site visit concluded with an exit interview with aforementioned individuals. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: GUAM JUDICIAL CENTER HAGATNA, GU, 96910

Title:
Phone: 671-475-3526
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: GUAM JUDICIAL CENTER HAGATNA, GU, 96910

Title:
Phone: (671) 300-3202
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name:

Title:
Phone:

Site Visit Contact 2
Name:

Title:
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	GU001ZZ	**GRANTEE NAME:**	SUPERIOR COURT OF GUAM
GRANT:	15JCOPS21GG02470SPPS		
AWARD AMOUNT:	$69,278.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):	N/A		
START DATE:	2021-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

CPD Award #15JCOPS-21-GG-02470-SPPS was awarded to the Department in the amount of $69,278 in federal funds over a three-year (36-month) award period. CPD funds are used to develop the capacity of law enforcement to implement community policing strategies by providing guidance on promising practices through the development and testing of innovative strategies; building knowledge about effective practices and outcomes; and supporting new, creative approaches to preventing crime and promoting safe communities. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is September 1, 2021, with an end date of August 31, 2024.

Comments:

During the site visit, a review was conducted of the agency's financial expenditures inclusive of invoices, purchase orders, and indirect costs. Management Analyst, LaToya
Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 4/15/24.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: LaToya Pickett-Bell
Management Analyst

Subject: Tanana Chiefs Conference, Incorporated/ AK026ZZ

Date: 7/18/2024 5:56:00 PM

I. Overview of Site Visit

On Wednesday, July 10, 2024, Management Analyst LaToya Pickett-Bell conducted a grant monitoring site visit with the Dena Nena Henash Tanana Chiefs ("the Tribe").

The purpose of the site visit was to assess compliance with the COPS award regulations, terms, and conditions; review the Tribe's community policing efforts; and provide customer service and technical assistance. The following award was reviewed: COPS Tribal Resources Grant Hiring Program (TRGP-HIRE) Award #2020HHWX0001.

Mrs. Pickett-Bell conducted an entrance interview with the following attendees: Deputy Director (b) (6) , Investigator (b) (6) , Controller (b) (6) , Fund Accountant (b) (6) , Deputy Director of Tribal Government Justice (b) (6) , and Deputy CFO (b) (6) .

During this initial portion of the site visit, Mrs. Pickett-Bell provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Pickett-Bell discussed the Tribe's community policing initiatives, manpower issues, and violent crime reduction efforts.
Specifically, the Tribe and its community is experiencing great difficulty due to high crime rates and slow response times to calls for service. The Tribe has entered a MOU with 36 Tribes and have 42 communities in which they provide law enforcement services to. For each village, they estimate roughly 250 residents.

Regarding the crimes plaguing the Tribe, domestic violence and sexual assault are the primary issues and are often attributed to alcohol and drug usage. The villages are heavily impacted by the remoteness and limited resources such as officers and equipment to reach them during emergencies. Drug usage such as opioids and methamphetamines are slowly on the rise. Drugs, combined with alcohol, unfortunately results in sex crimes and domestic violence. It was identified that sexual assaults occurring in the tribes are often perpetuated by village members and in the mainland of Fairbanks, its executed by a combination of village members and non-village members. They also found that some arrested individuals are repeat offenders (sexual assault and domestic violence) which is even more difficult when the assailant is the breadwinner.

Furthermore, due to the remoteness, most villages can only be accessed via sled, plane or boat. When factoring in the climate the state suffers from during brutal winters, this severely impacts the agency's ability to respond to calls thus resulting in slow response times. The Tribe explained that it is not uncommon for it to take 4-7 days for them to be able to respond. Due to the significant delay in responding, most residents fail to report crime which ultimately results in the offender reoffending and escaping prosecution. Regrettably, many of the villages don't have running waters, housing, or phone signals, in which they must rely on the use of satellite phones. It costs roughly $3-4K to charter a plane, so they limit the contracting of such to extreme emergencies.

To aid in servicing remote communities that lacks their own law enforcement department, they created what is called the "Regional Rover". The Regional Rovers are state certified officers and requires officers to work a 2-week schedule straight in their assigned sub regions. In some occasions, they'll have to respond to issues in other regions.

A list of law enforcement authorities that serves them are City/Village Police Officers, State Troopers, Village Public Safety Officers (VPSOs), and Tribal Police Officers. City/Village Police Officers can enforce local/city law as well as State law. The VPSO Program is grant-funded through the State of Alaska. They have 16 VPOs (who are sworn officers) that serves the tribes and are practically on call 24/7. In total, they have 79 VPOs across the state of Alaska. The VPSO sends case information to the District Attorney Office and then to the State. However, the Tribe has the authority to arrest non-tribal members.

It was also discussed that since they're a PL280 state, they have difficulty working with the State and State Police. Per the law, the Alaska State Police must conduct the first initial investigation before handing over to the Tribe. Within the last year, the District Attorney's Office designated an Assistant District Attorney to aid in prosecution for those in remote villages.

Additionally, they have a civil diversion agreement that addresses low level crimes and restorative justice. They have roughly eight (8) holding cells in total between the villages and 1 correctional facility in Fairbanks. Also, there are 14 clinics and 1 (one) hospital.

In speaking of community engagement, they commit time in schools to promote positive interaction with law enforcement. They perceive that the community is becoming more receptive to the police and have since received more requests for VPSOs from the community than they have officers. Some examples of the activities they're involved in are baseball tournaments and public safety education.

They provide free fire extinguisher classes to residents and conduct a live fire and subsequently provide replacements extinguishers at the end of the class. This is

important because the state suffers from frequent wildfires.

They also invite the State Attorneys and Alaska dignitaries to participate in their yearly Public Safety Summit trainings and workshops that occurs over the course of two (2) days. In addition, they hold Alaska Tribe Court Conference where tribes from all across Alaska attends and is an opportunity for them to learn from each other about the issues they're facing and how they're addressing them. Some of their partners are Fairbanks Native Association, Fairbanks Police Department, Alaska State Troopers, Fort Yukon Police Department, Gallena Police Department, Tribal Protective Service Program (which is a multi-disciplinarian approach for services) and Tribal Courts.

In attesting to their organizational transformation, the additional officers that were funded by the award has allowed them to procure a drug sniffing dog. One of the Tribal police officers is the canine handler and they proudly have the dog attend all community events.

In a subsequent discussion, Mrs. Pickett-Bell, discussed the financial, administrative, and programmatic review of the Tribe's award with the aforementioned staff.

The site visit concluded with an exit interview with the attendees. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Tribe in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 122 1st Avenue Fairbanks, AK, 99701

Title: V.P.S.O. Coordinator
Phone: (907) 452-8251
Fax: (907) 459-3851
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 122 1st Avenue Fairbanks, AK, 99701

Title: CEO
Phone: (907) 452-8251
Fax: (907) 459-3850
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Financial Manager
Phone: (907) 452-8251

Site Visit Contact 2
Name: (b) (6)

Title: Financial Manager
Phone: (907) 452-8251

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

COPS HIRING GRANT

ORI:	AK026ZZ	**GRANTEE NAME:**	Tanana Chiefs Conference, Incorporated
GRANT:	2020HHWX0001		
AWARD AMOUNT:	$452,480.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2020-09-01	**END DATE:**	2025-08-31

Waiver Granted:

☑ Yes ☐ No

☐ Full ☐ Partial

Category of COPS-funded Positions:

1 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Number of COPS-funded Positions Awarded:	1	FT	PT
Number of COPS-funded Positions Hired:	1	FT	PT
Number of COPS-funded Positions in Academy:		FT	PT
Number of COPS-funded Positions on Street:	1	FT	PT
Number of COPS-funded Positions Vacant:		FT	PT
Number of Locally-funded Positions Vacant:	2	FT	PT

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Dates of Hire Chart

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The awarded officer is assigned to the Rover Program and is also the K9 handler. He is also responsible for responding to critical incidents such as domestic violence, sexual assault, and less violent crime such as illegal fishing.

Grant Award Requirements:

TRGP-Hire Award #2020HHWX0001 was awarded to the Tribe in the amount of $674,270 in federal funds over a three-year (36 month) award funding period for the approved entry-level salary and fringe benefits for one (1) new-hire full-time sworn career law enforcement officers. There is no local cash match requirement. The allowable costs for which the agency's award has been approved are limited to those listed on the Financial Clearance Memo (FCM), which is included in the agency's award package. The start date of this grant award is September 1, 2020, and the end date was extended to August 31, 2025.

Comments:

During the site visit, a review was performed of Tribe's hiring of the sworn officer assigned to the award and the financial review of the officers salary and fringe benefits. A COPS 3.0 Community Policing Review was conducted as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that

included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the budgeted and actual strength chart, local sworn vacancies were identified during each year of the award implementation as follows: 2 vacancies in FY 19; 2 in FY 20; 2 in FY 21; 2 in FY 22; 2 in FY 23; and 2 in FY 24.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As explained during the visit, the following documentation was needed in order to assess for compliance: • A summary of budget expenditures made within each budget cost category for Officer (b) (6) and • Documents detailing the sworn budgeted and actual sworn staffing levels for FY 2019, FY 2020, FY 2021, FY 2022, FY 2023, and the current fiscal year

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 7/18/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From:

JUDITH DANIEL WILLFORD, Grants Management Specialist

Subject: Teaneck School District/ NJ156ZZ

Date: 1/30/2025 11:32:00 AM

I. Overview of EOBGR

On June 13, 2024, Grant Management Specialist Ms. Judith Daniel Williford along with Ms. Marcia Jackson, Assistant Director, conducted an Enhanced Office Based Grant Review (EOBGR) with the Teaneck Board of Education ("the Department").

The purpose of the EOBGR were to assess compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant awards were reviewed: COPS School Violence Prevention Program (SVPP) Award # Grant #2020SVWX0126.

Ms. Williford conducted an entrance interview with (b) (6) , Business Administrator, Teaneck Board of Education, (b) (6) School Safety Specialist and (b) (6) Finance Manager.

During this initial portion of the EOBGR, Ms. Williford provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Williford discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Ms. Williford was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired because of receiving the SVPP grant award.

1. Organizational Transformation

The Teaneck Public Schools has initiated a significant organizational transformation to enhance security in schools and on school grounds. This transformation involved realigning the management structure to prioritize school safety. The agency designated specific personnel with expertise in working with schools, who also oversaw initiatives, ensuring clear accountability and streamlined communication.

2. Problem-Solving

The Teaneck Public Schools employed a proactive and systematic problem-solving approach to address school security issues. That began with comprehensive security audits at each school to identify specific vulnerabilities and areas for improvement. Based on these findings, they implemented a range of evidence-based safety programs and technologies tailored to the unique needs of each school. The agency introduced advanced access control systems (Raptor), state-of-the-art surveillance cameras, and robust emergency communication protocols (two-way radios) to ensure a secure environment.

3. Partnerships

Teaneck created collaboration working closely with the Teaneck Police Department. They developed joint training exercises and established response protocols to ensure swift action during emergencies. This partnership has been crucial in maintaining high security in the schools.

They partnered with mental health professionals and organizations to provide Mental Health First Aid training, which is essential in identifying and addressing mental health issues that could impact school safety. The training empowered staff and students to contribute actively to the school communities' overall safety and well-being.

Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing through its efforts made in enhancing school security across the district by implementing various advanced safety measures and technologies. Teaneck concluded the community policing discussion with the ability of the Teaneck Public School and the Board to successfully enhance school safety and security by implementing advanced safety systems and compliance with state mandates.

After the community policing discussion, Ms. Williford discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's SVPP grant award. During the discussion, Ms. Williford discussed the invoices, purchase orders, inventory records and other relevant financial documentation for the grant award.

The EOBGR concluded with an exit interview with the aforementioned attendees. A summary of the EOBGR was discussed and Ms. Williford explained that the EOBGR feedback notification will be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 1 Merrison Street Teaneck, NJ, 07666

Title:
Phone:
Fax:
Email:

Government Executive
Name: (b) (6)
Address: 1 Merrison Street Teaneck, NJ, 07666

Title: Superintendent
Phone: (201) 833-5510
Fax: (201) 837-9468
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: HEAD, BOARD OF TEANECK BOARD OF EDUCATION
Phone:

Site Visit Contact 2
Name: (b) (6)

Title: FINANCE MANAGER
Phone:

Site Visit Contact 3
Name:

Title: .
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	NA
Actual Staffing Level from Oldest Hiring Grant Application	NA

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	NJ156ZZ	**GRANTEE NAME:**	Teaneck School District
GRANT:	2020SVWX0126		
AWARD AMOUNT:	$500,000.00		
LOCAL MATCH:	$256,052.23		
SOURCE OF LOCAL MATCH (if applicable):	LOCAL FUNDING WAS PROVIDED BY THE TEANECK BOARD OF EDUCATION AND LOCAL TOWNSHIP FUNDING.		
START DATE:	2020-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

SVPP Award # 2020SVWX0126 was awarded to Teaneck Board of in the amount of $500,000 in federal funds over a three-year/36-month award funding period to improve security at schools and on school grounds within your jurisdiction through evidence-based school safety programs. The allowable costs for which the department's award has been approved are limited to those listed on the Financial Clearance Memorandum (FCM), which is included in the department's award package. The local match requirement for this award is $256,052. The start date of this grant award was October 1, 2021, to June 30th, 2024.

Comments:

During the EOBGR, a review was performed of the Departments financial documentation. Ms. Williford also conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 1/30/2025.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: LaShawn Benton
Grant Management Specialist

Subject: Terra Alta, Town of/ WV03902

Date: 8/21/2024 4:51:00 PM

I. Overview of EOBGR

On April 24, 2024, Grants Management Specialist LaShawn Benton conducted an Enhanced Office Based Grant Review (EOBGR) with the Town of Terra Alta Police Department ("the Department"). She was accompanied by Grants Management Specialist Clara Pesiri. The purposes of the EOBGR were to assess compliance with the COPS grant award regulations, terms and conditions; review the Department's community policing efforts; and to provide customer service and technical assistance. During the EOBGR, the following COPS grant award was reviewed: COPS Hiring Program (CHP) Award #2020UMWX0516.

Ms. Benton conducted an entrance interview with Chief of Police (b) (6) and Town Clerk (b) (6) During this initial portion of the EOBGR, Ms. Benton provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Benton discussed the Department's community policing efforts, particularly in relationship to the COPS grant award. During this portion of the EOBGR, Ms. Benton was provided with some of the required supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP grant award. The community policing discussion seems to show that the Department is demonstrating its advancement of community policing.

Based on the discussion with the grantee regarding their community policing efforts, the awarded officers are assigned to traffic enforcement. With their code enforcement, they combat issues such as cleaning up vacant properties (Broken Window Theory, drugs, homelessness and trespassing. In addressing larceny and theft, they target abandoned properties by assisting the town with making sure liens are in place on properties with numerous citations in that owners failed to address.

Some of the partnerships discussed is neighborhood watch (which currently is inactive), Terra Alta City Partnerships, the Town of Terra Alta Health Department, and the Preston County Sheriff's Department.

The grantee discussed that they are implementing organizational transformation through their Drug Recognition Expert (DRE) training. They offer continuous training for DWI and DUI recognition and monthly firearms training. The Department current hold community partnerships through working relationships with businesses throughout the Town of Terra Alta. The businesses consist of small businesses known as "Down Home Businesses". The police have an active presence at local parks (ex: major holidays such as the 4th of July and schools within the local vicinity.

The grantee discussed their problem-solving activities such as responding to the town's non-emergency number calls, assisting local jurisdictions as needed and making their presence known throughout the town.

The EOBGR concluded with an exit interview with Chief (b) (6) A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 701 A East State Avenue Terra Alta, WV, 26764

Title: Chief
Phone: (681) 668-7152
Fax: (304) 789-6664
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 701 A East State Avenue Terra Alta, WV, 26764

Title: Mayor
Phone: (304) 789-6664
Fax: (304) 789-6664
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name:

Title:
Phone:

Site Visit Contact 2
Name:

Title:
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	2
Actual Staffing Level from Oldest Hiring Grant Application	2

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	WV03902	**GRANTEE NAME:**	Terra Alta, Town of
GRANT:	2020UMWX0516		
AWARD AMOUNT:	$185,050.00		
LOCAL MATCH:	$61,683.95		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

2 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☑ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☑ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☑ Larceny/Theft ☑ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☑ Other Non-Violent Crime Problem (please specify):

Drugs

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☑ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☑ No

-Describe the agency's progress toward addressing the identified problems:

Based on the discussion, the awarded officers are assigned to Traffic and Code Enforcement. Code Enforcement helps to combat issues such has drugs, homelessness and trespassing. Larceny/Theft – Enforcement of cleaning up vacant properties (Broken Window Theory). Abandon Properties – Assisting town with making sure liens are place on properties that owners do not abide by the numerous citations.

Total Number of COPS Funded Positions:	2	FT		PT
Total Number of COPS Positions Hired:	2	FT	0	PT

Total Number in academy:	0	FT	0	PT
Total Number on the Street:	2	FT	0	PT
Total Number of COPS Funded Positions Vacant:	0	FT	0	PT
Total Number of Local Vacant Positions		FT	1	PT

Dates Vacant Positions will be Filled: Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☑ No

Date(s) of hire:

The agency had not provided an accurate Dates of Hire and Retention Chart.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Routine patrol, Traffic Enforcement. Code Enforcement, Community involvement.

Grant Award Requirements:

CHP Award #2020UMWX0516 was awarded to the Department in the amount of $185,050 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for two (2) new-hire full-time sworn career law enforcement officers. The CHP award provides funding to law enforcement agencies to hire and/or rehire career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $61,684. The start date of this award is July 1, 2020, and the end date was extended to June 30, 2024.

Comments:

During the EOGBR, a review was performed of Department's hiring, salaries and fringe benefits expenditures, and programmatic progress of the sworn officers assigned to the award. Mrs. Benton conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Not able to verify accurately as the required documentation was not submitted to review and verify. The Department is provided a suspense date of Friday, September 13, 2024, to submit the required documentation.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Inconsistent information was submitted. The grantee did not provide sufficient documentation or information. The Department is provided a suspense date of Friday, September 13, 2024, to submit the required documentation.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created

in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Conflicts regarding the hiring dates on Change Requested Performance Reports and required documents that was submitted. The grantee did not provide sufficient documentation information although this key element was discussed. The grantee was requested to submit the required revised Budgeted and Actual Strength chart, General Ledger (displaying COPS specific codes) and Personnel Records. The grantee has failed to provide the documents after several outreach attempts. The Department is provided a suspense date of Friday, September 13, 2024, to submit the required documentation.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Comments -

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - The grantee failed to submit or submitted incomplete documentation. The following documents were requested on 4/25/24: General Ledger (COPS Specific Codes), Budgeted and Actual Strength chart, Proof of hiring history, Community Policing Narrative, Personnel Records, Revised Performance Reports for PR-642991 and PR-644160. The Department is provided a suspense date of Friday, September 13, 2024, to submit the required documentation.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Grantee has not responded to the Change Requested Performance Reports PR 642991 and PR644160. Outreach has been conducted on several occasions. Grantee was also made aware of this issue during the EOGBR.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Comments - Failure to submit required documentation in accordance with the terms and conditions of the grant award.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Comments - Community Policing Efforts awarded officers are assigned to Traffic Enforcement. Code Enforcement to combat Issues such as drugs and homeless trespassing. Larceny/Theft – Enforcement of cleaning up vacant properties (Broken Window Theory). Abandon Properties – Assisting the town with making sure liens are in place on properties that owners do not abide by the numerous citations. Partnerships with the Town of Terra Alta - Neighborhood Watch (which currently is not active), Terra Alta City Partnerships, The Town of Terra Alta Health Department, and the Preston County Sheriff Department.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The grantee has discussed potentially withdrawing this award and returning grant funds.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Supervisor Approval:

LaToya Pickett-Bell

To: Grant Monitoring File

From: LaToya Pickett-Bell
Management Analyst

Subject: Texas State University/ TX10503

Date: 7/18/2024 10:33:00 AM

I. Overview of Site Visit

On Tuesday, June 11, 2024, Management Analyst LaToya Pickett-Bell conducted a grant monitoring site visit with Texas State University ("the Agency").

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms, and conditions; review the Agency's community policing efforts; and provide customer service and technical assistance. The following awards were reviewed: CPD Invitational Award #15JCOPS-22-GK-04867-PASS and PASS Award #15JCOPS-23-GK-01690-PASS.

Mrs. Pickett-Bell conducted an entrance interview with the following attendees: Assistant Director (b) (6) Directo (b) (6) Senior Regional Coordinator (b) (6) Director of Finance (b) (6) Contracts Manager (b) (6) Senior Director (b) (6) and Director (b) (6) Doctor (b) (6) briefly stepped in during the introductions to formally introduce

During this initial portion of the site visit, Mrs. Pickett-Bell provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Pickett-Bell discussed the Agency's advanced trainings provided by Advanced Law Enforcement Rapid Response Training (ALERRT).

Under their CPD award, in which they received direct congressional funding to provide advanced training courses to law enforcement and first responders, they have fully implemented and met the requirements under the award.

To date, they have provided training to roughly 20K law enforcement officers and first responders to include active shooter, disaster response, and tactical response trainings. Following each training, ALERRT provides a 90-day survey to attendees, which runs continuously, in order to gain feedback on their training sessions. They have learned that post-attendance, many agencies do not continue with virtual reality trainings for their staff. As a result, the agency will now develop a sales pitch type of follow up whereas if ALERRT staff have staff in the field conducting training in other areas, they'll reach out to nearby agencies to inquire if they would like the trainer to visit their agency to train for a few hours.

It was explained that all of the nine (9) goals identified in the award application has been met, to include the Active Attack Integrated Response (AAIR) Train-the-Trainers, AAIR basic classes, Tabletop Exercise Development courses, and Virtual Reality Training Module Development.

AAIR is a 2-day course that focuses on teaching law enforcement, fire, EMS, and dispatch personnel to coordinate their efforts and work together in response to an attack. The Virtual Reality Training Module Development measures the participants stress response and is very similar to doing a live action scenario. The agency hired real actors which allowed them to attain a truer response versus having to use law enforcement officers, which could lead to skewed reactions and results. They further explained that they are presently entering their busy season (summer) which is when most agencies deploys their staff to attend the training courses.

One of their partners, I Love You Guys, which was started by (b) (6) whose daughter was murdered at a Colorado high school event, assists with providing active shooter training and civilian responses. In the event of an incident, they have a standard reunification program to get families reunited with students.

Additionally, they're conducting train-the-trainer classes, with 100-120 attendees per class, which includes both first responders and civilians. The class is designed to draw upon what they have learned and their Emergency Response Plans that helps them to identify gaps and improve upon their plans. Most trainees are not School Resource Officers, which only accounts for 10%, with most of their attendees being regular sworn officers.

They also have a great working partnership with the FBI and are recognized as the #1 national training. The FBI also sends some of their officers to attend some trainings as well. Because of the costs that often affects agencies being able to afford continued training for their officers and first responders, ALERRT provides these courses free of charge.

They are now looking at how training is delivered so that they're more goal focused, and less technique focused. With that, they now have e-learning courses and after trainees complete a Level 1 class, they send practice activities to the attendees to hone in on their skills. Along with the practice material, they also provide videos of different models as well as refreshers.

Under their PASS award, which is still being implemented, they have trained 18K to date. With the partnership with the FBI, in which they've partnered with over 400 ALERRT Certified Instructors, by December, the FBI will have all their agents trained in Level 1.

In a subsequent discussion, Mrs. Pickett-Bell, discussed the financial, administrative, and programmatic review of the agency's awards with (b) (6) (b) (6) At the time of the visit, Mrs. Pickett-Bell reviewed the expenditures recorded on the financial expenditures tracking spreadsheets.

Later in the afternoon, Mrs. Pickett-Bell, Mr. Blair and (b) (6) partook in a community policing tour. During the tour, they visited the ALERRT training facility. This is the facility utilized to provide training to all attendees which entails a gun range, different buildings for active shooter scenarios, virtual reality training rooms, and their supplies warehouses which is used to receive and ship critical law enforcement equipment throughout the nation.

The site visit concluded with an exit interview with aforementioned attendees. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the agency in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 601 University Drive San Marcos, TX, 78666

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 601 University Drive San Marcos, TX, 78666

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Director
Phone: (512) 245-8441

Site Visit Contact 2
Name: (b) (6)

Title: Grant Specialist
Phone: (512) 245-8441

Site Visit Contact 3
Name: (b) (6)

Title: Director-Research Support Services
Phone: (512) 245-2102

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	TX10503	**GRANTEE NAME:**	Texas State University
GRANT:	15JCOPS22GK04867PASS		
AWARD AMOUNT:	$9,883,582.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

CPD Invitational Award #15JCOPS-22-GK-04867-PASS was awarded to the Department in the amount of $9,790,000.13 in federal funds over a one-year (12-month) award period. PASS funds under this solicitation will be used to advance the practice of community policing in law enforcement agencies through nationally recognized, scenario-based training that prepares officers and other first responders to safety and effectively handle active shooter and other violent threats. programs. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is September 1, 2022, and the end date was extended to August 31, 2024.

Comments:

During the site visit, Management Analyst LaToya Pickett-Bell conducted a review the agency's financial expenditures. A 3.0 Community Policing Review as part of the community review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. In addition, a review of the award recipient's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted, demonstrating that active and timely steps were taken to backfill local vacancies. No compliance issues were identified.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed

budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - At the time of the visit, the Department was cited for failure to provide documentation. The Department was asked to provide documentation inclusive of receipts, paid purchase orders and/or paid invoices, and a copy of the general ledger to validate payment for the award expenditures incurred.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	TX10503	**GRANTEE NAME:**	Texas State University
GRANT:	15JCOPS23GK01690PASS		
AWARD AMOUNT:	$10,418,865.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2023-10-01	**END DATE:**	2024-09-30

Grant Award Requirements:

PASS Award #15JCOPS-23-GK-01690-PASS was awarded to the Department in the amount of $10,958,667 in federal funds over a one-year (12-month) award period. PASS funds under this solicitation will be used to advance the practice of community policing in law enforcement agencies through nationally recognized, scenario-based training that prepares officers and other first responders to safety and effectively handle active shooter and other violent threats. programs. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is October 1, 2023, and the end date was extended to September 30, 2025.

Comments:

During the site visit, Management Analyst LaToya Pickett-Bell conducted a review the agency's reported financial expenditures. A 3.0 Community Policing Review as part of the community review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - At the time of the visit, the Department was cited for failure to provide documentation. The Department was asked to provide documentation inclusive of receipts, paid purchase orders and/or paid invoices, and a copy of the general ledger to validate payment for the award expenditures incurred.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 7/18/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From:

Frank Adededji, Auditor

Subject: Union City/ NJ00910

Date: 1/30/2025 11:39:00 AM

I. Overview of Site Visit

On Wednesday, June 19, 2024, Auditor Frank Adededji conducted a grant monitoring site visit with the City of Union City Police Department ("the Department"). Mr. Adededji was joined by the following COPS staff: Auditor Funmi Okoli.

The purpose of the site visit was to assess compliance with the COPS awards regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. During the site visit, the following awards were reviewed:COPS Hiring Program (CHP) Award #15JCOPS-22-GG-03398-UHPX; and COPS Technology and Equipment Program (TEP) Awards #15JCOPS-22-GG-01523-TECP; and #15JCOPS-23-GG-04420-TECP.

Mr. Adededji and Mrs. Okoli conducted an entrance interview with the following attendees: Chief (b) (6) and Chief Financial Office (b) (6) During this initial portion of the site visit, Mrs. Okoli provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mr. Adededji and Mrs. Okoli discussed the Department's community policing efforts in relation to the COPS awards. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the COPS awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The discussion focuses on the City of Union City Police Department's efforts in problem-solving, fostering strong community partnerships, and the Department's dedication and transformation to support these partnerships and enable proactive problem-solving strategies.

In addressing quality-of-life issues, COPS award funding has significantly benefited the Department by enabling an expanded police presence in the community and upgrading essential technologies. These enhancements include advanced computer-aided dispatch systems, upgraded surveillance cameras, and modernized computers.

The increased police presence has facilitated the Department's involvement in more community outreach programs. For instance, officers provide security at events such as parades, National Night Out gatherings, and other local events. Thanks to grant funding, more officers are visible on patrol, enabling responsive service and proactive community policing efforts. Officers recruited through the program conduct patrols in business districts to build relationships and assist with issues like shoplifting. Moreover, they visit apartment buildings, knocking on doors to inquire about residents' needs. Throughout the year, the Police Chief and Major host frequent community meetings, where they listen to community concerns and strategize effective responses.

The bolstered police force significantly enhances the Department's crime prevention and educational programs. With the additional personnel, the Department has been able to conduct self-defense classes for the elderly, providing them with essential skills to protect themselves. It has also offered active shooter training for adults, equipping them with critical response strategies in emergency situations. Additionally, the Department coordinates with schools on drug prevention programs, educating students about the dangers of substance abuse. During the summer, the Department organizes a Junior Academy to teach kids exercises and promote physical fitness, as well as instill discipline and teamwork.

Moreover, the increased police force strengthens the Department's conflict resolution efforts. Officers are actively involved in mediating community disputes to prevent escalation, serving as impartial mediators in resolving minor conflicts. This proactive approach not only promotes peaceful resolutions but also fosters stronger relationships between law enforcement and the community. Additionally, officers engage in community outreach programs to educate residents on conflict management techniques, empowering them to address issues constructively and peacefully. By bolstering these efforts, the Department is effectively contributing to a safer and more harmonious community environment.

The Department has purchased and installed some equipment, with additional acquisitions planned by the year's end. This technological infrastructure is designed to collect and analyze data pertaining to community concerns, including crime trends and public feedback. These capabilities support proactive problem-solving and efficient resource allocation strategies aimed at enhancing public safety and community well-being.

The Department has established numerous partnerships with a diverse array of community members and organizations to collaboratively address local challenges and foster trust within the community. Notably, it collaborates with the City of Union City to organize community policing meetings and other outreach programs. It also works with local religious centers and clergy to provide security for their events and conduct drug seminars. Additionally, the Department partners with local businesses to enhance policing presence for establishments dealing with shoplifting issues. Moreover, it collaborates with the North Hudson Fire Department to offer fire handling training to community members and provide lift assistance to residents in need. Furthermore, the Department works with the Union City Board of Education to ensure police presence during school events and organize drug prevention seminars.

To bolster community policing initiatives, the Department has implemented structural changes by decentralizing decision-making processes. This empowers street officers to swiftly and effectively address issues, thereby cultivating stronger relationships with community members. These efforts aim to enhance responsiveness to local concerns and promote collaborative problem-solving approaches that prioritize community engagement and trust-building.

In assessing the program's effectiveness, the Department utilizes a range of metrics such as social media engagement, comprehensive crime statistics reports, and direct feedback from community members. These sources offer valuable insights into the outcomes of initiatives, facilitating the measurement of public sentiment, pinpointing areas for enhancement, and tracking progress in advancing community safety and well-being. Additionally, the Department conducts quarterly evaluations of officers participating in the program to evaluate their performance and community engagement in addressing local challenges.

In a subsequent discussion, Mr. Adededii discussed the financial, administrative, and programmatic review of the Department's awards with Chief (b) (6) (b) (6) and Chief Financial Officer (b) (6) . During this portion, Mr. Adededji, reviewed the hiring documentation and other relevant financial documentation for the COPS award.

The site visit concluded with an exit interview with aforementioned individuals. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 3715 Palisade Avenue Union City, NJ, 07087

Title: Chief of Police
Phone: (201) 348-5780
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: e Avenue Union City, NJ, 07087

Title: Mayor
Phone: (201) 348-5754
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title:
Phone: (201) 348-5620

Site Visit Contact 2
Name (b) (6)

Title: Chief of Police
Phone:

Site Visit Contact 3
Name: (b) (6)

Title: Lieutenant
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	192
Actual Staffing Level from Oldest Hiring Grant Application	177

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	NJ00910	**GRANTEE NAME:**	Union City
GRANT:	15JCOPS22GG03398UHPX		
AWARD AMOUNT:	$3,750,000.00		
LOCAL MATCH:	$4,290,610.79		
SOURCE OF LOCAL MATCH (if applicable):	The source of the local match of $4,290,610.80 is the City's general funds.		
START DATE:	2022-10-01	**END DATE:**	2027-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

30	New Hires
0	Rehires – Previously Laid Off
0	Rehires – Scheduled for Layoffs
	Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department deployed fourteen (14) newly hired sworn officers to the streets, increasing visible patrols and enhancing responsiveness and proactive policing efforts in business districts. They address issues such as shoplifting and conduct door-to-door visits in apartment buildings to meet community needs. Police presence also strengthens crime prevention and educational initiatives, including self-defense classes for the elderly, active shooter training for adults, and school-based drug prevention programs. Additionally, officers mediate community disputes to prevent escalation and educate residents on conflict management techniques, promoting peaceful resolutions and fostering stronger community relations.

Total Number of COPS Funded Positions:	30	FT	PT
Total Number of COPS Positions Hired:	14	FT	PT

Total Number in academy:	0	FT	PT
Total Number on the Street:	14	FT	PT
Total Number of COPS Funded Positions Vacant:	16	FT	PT
Total Number of Local Vacant Positions	27	FT	PT

Dates Vacant Positions will be Filled: Anticipated Date
to be filled by 2027

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See hire and retention worksheet

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Officers engage in foot patrols in high-need areas to build trust and gather intelligence. They actively participate in community meetings and events to strengthen relationships. Officers lead crime prevention strategies and educational programs targeting youth and at-risk groups, focusing on topics such as drug abuse and civic engagement. They contribute to task forces addressing issues like drug trafficking and gang violence, collaborating closely with other agencies. Additionally, officers mediate community disputes to prevent escalation, serving as neutral facilitators in minor conflicts.

Grant Award Requirements:

CHP Award #15JCOPS-22-GG-03398-UHPX was awarded to the Department in the amount of $3,750,000 in federal funds over a three-year (36-month) award-funding period for the approved entry-level salary and fringe benefits for thirty (30) new-hire full-time sworn career law enforcement officers. The local match requirement for this award is $4,290,610.80. The allowable costs for which the Department's award has been approved are limited to those listed on the Financial Clearance Memo (FCM), which is included in the Department's award package. The start date of this award is October 1, 2022, with an end date of September 30, 2027.

Comments:

During the site visit, a review was conducted of the Department's staffing levels, the hiring dates of sworn officers hired under the grant award program, and the salaries and fringe benefits incurred. Mr. Adededji conducted a COPS 3.0 Community Policing Review as part of this monitoring review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue regarding supplanting by failure to fill local vacancies was identified. It was determined that the Department experienced fifteen (15) vacancies in FY2021, twenty-five (25) vacancies in FY2022, twenty-six (26) vacancies in FY2023, and twenty-three (23) vacancies in FY2024.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	NJ00910	**GRANTEE NAME:**	Union City
GRANT:	15JCOPS22GG01523TECP		
AWARD AMOUNT:	$1,100,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-03-15	**END DATE:**	2024-03-31

Grant Award Requirements:

TEP Award #15JCOPS-22-GG-01523-TECP was awarded to the Department in the amount of $1,100,000 in federal funds over a two-year (24-month) award-funding period to develop and acquire effective equipment, technologies that assist in responding to and preventing crime. There is no local match requirement for this award. The allowable costs for which your Department's award has been approved are limited to those listed on the Financial Clearance Memo (FCM), which is included in the Department's award package. The start date of this award is March 15, 2022, with an end date of March 31, 2024.

Comments:

During the site visit, Mr. Adededji reviewed purchase orders, invoices, and payment information related to equipment purchases made by the Department. Mr. Adededji conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	NJ00910	**GRANTEE NAME:**	Union City
GRANT:	15JCOPS23GG04420TECP		
AWARD AMOUNT:	$1,200,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-12-29	**END DATE:**	2024-12-31

Grant Award Requirements:

TEP Award #15JCOPS-23-GG-04420-TECP was awarded to the Department in the amount of $1,200,000 in federal funds over a two-year (24-month) award-funding period to develop and acquire effective equipment, technologies that assist in responding to and preventing crime. There is no local match requirement for this award. The allowable costs for which the Department's award has been approved are limited to those listed on the Financial Clearance Memo (FCM), which is included in the Department's award package. The start date of this award is December 29, 2022, with an end date of December 31, 2024.

Comments:

During the site visit, Mr. Adededji reviewed purchase orders, invoices, and payment information related to equipment purchases made by the Department. Mr. Adededji conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

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Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

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Other

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Administrative Review:

Grant Adjustment

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Grant Extension

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Grant Withdrawal

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Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 1/30/2025.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Marcia Jackson
Assistant Director

Subject: UNIVERSITY OF ALASKA ANCHORAGE/ AK200ZZ

Date: 8/5/2024 4:26:00 PM

I. Overview of Site Visit

On July 12, 2024, Assistant Director Marcia Jackson conducted a site visit with the University of Alaska at Anchorage ("the Department"). The purposes of the site visit were to assess compliance with the COPS grant award regulations, terms and conditions; review the Department's community policing efforts; and to provide customer service and technical assistance. During the site visit, the following COPS grant awards were reviewed: FY22 COPS Hiring Program (CHP) Award #15JCOPS-22-GG-03542-UHPX and FY 2021 Community Policing Development (CPD) Accreditation Award #15JCOPS-21-GG-02546-SPPS.

Mrs. Jackson conducted an entrance interview with the following attendees: Chief (b) (6) Post Award Manager (b) (6) and Professor (b) (6). During this initial portion of the site visit, Mrs. Jackson provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Jackson discussed the Department's community policing efforts, particularly in relationship to the COPS grant award. During this portion of the site visit, Mrs. Jackson was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP and CPD Accreditation Award grant awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The community policing discussion started with the Department's organizational commitment. Community policing has been integrated within the department. When they applied for the grant, they sought to address legitimacy within the campus community and increase their presence, which was the request of the campus community. At the request of the campus community, they ensured their police presence by attending events and engaging in the campus community and student life. They used the CHP award to address the staffing needs and increase their campus presence. The community also wanted the police to have more conversations and interaction within the school community. The department partnered with ICLEA in 2018 as peer consultants to conduct a review of the department. The course document that was created included feedback from the campus community. They also had a procedural justice review conducted a few years ago.

Some of their partnerships have included Coffee with a COP and officers did a presentation at the Culinary School on serving alcohol for students obtaining their liquor licenses. They conduct crime prevention presentations during student orientations and teach a RAD class to female students and faculty. Part of their presentations include promos to inform the campus community where they can go to contact the campus police and if they are in need of assistance. The department prides themselves on being integrated within the university community. They post flyers and palm cards throughout the university to anyone needing escorts to their cars or dorms. They also have a Guardian Safety app that can track where students and faculty are going and if they have arrived at their destinations safely.

Traditionally petty theft is the biggest crime issue on the campus. They also deal with serious assaults and fentanyl has also become a huge problem. However, they also deal with mental health issues in which the campus has 2 major mental health facilities.
The department partners with the Title 9 office and participate in bystander intervention training which is mandatory for all university employees and incentivized for students to attend.

UPD has both internal and external partnerships. There are 4 main partnerships: Alaska Providence Hospital, McLaughlin Youth Center, Anchorage School District, and Alaska Pacific University.

The student population consists about 11k-12k, 2600 employees to include faculty and staff, 40k commuter students that come into the district daily but only have about 1k of students who live in residence halls on campus. The university started as a community college and grew into a university with mainly nontraditional students who are in their late 20s, not the traditional 18–21-year-olds.

In a subsequent discussion, Mrs. Jackson discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's CHP and CPD Accreditation grant awards. During the discussion, Mrs. Jackson reviewed the expenditures, and other relevant financial documentation for the grant awards.

After the discussion of the financial review, staff was taken on a tour of the university with Chief (b) (6) There are 73 buildings covering about 3.2 square miles with 6.6 miles of roadway. The department doesn't only service the campus itself but the surrounding community and will respond to calls for service in the surrounding areas. There are 2 high schools one with approximately 1300 students and one middle school that the UPD respond to calls for service in support of the SROs that are assigned to the schools.
As the tour continued, staff saw the Merrill Airfield satellite office that has the aviation program, ROTC for Airforce and army. The Alaska Regional Hospital, 3rd largest in the state, if something happens at the hospital, UPD have to be prepared to respond. Other areas visited include Goose Lake Park, University

Condos, the library, Integrated Services Building, Fine Arts Building, Mosquitos Research Lake, Administrative Humanities Building, School of Education, Alaska Providence Medical Center, Alaska Airlines Center arena (5k seat stadium that hosts concerts), Alaska Pacific University, Atwood Center, U.S. Geographical Survey Center, Noth Hall Dorms (turns into a high school and middle school dorm for summer programs). Furthermore, Residential Life, West, East and North Residential Halls, Redlandi Arms housing area, ANSEP Building, Avis Sports Complex, Allied Health Sciences, First National Bank, McLaughlin Youth Center, Alaska Psychiatric Institute, and the Health Sciences Building (has the nursing and doctorial programs).

After the tour of the campus, staff spoke with (b) (6) a sophomore student going into his junior year in the Criminal Justice Program and works as an intern with UPD. (b) (6) has been working with UPD since March 2024 and aspires to be a police officer. (b) (6) main tasks are maintaining digital and hard copy records, graphic design, and administrative duties. (b) (6) also assists with maintaining the Jean Clay Act daily log and in the process of filing the Cleary report through coordination with university administrators. (b) (6) has also assisted the department by attending student fairs and manning the table with information about the campus police.

The site visit concluded with an exit interview with Chief (b) (6), Post Award Manager (b) (6) and Professor (b) (6) A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: UNIVERSITY OF ALASKA ANCHORAGE ANCHORAGE, AK, 99508

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: UNIVERSITY OF ALASKA ANCHORAGE ANCHORAGE, AK, 99508

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Professor
Phone:

Site Visit Contact 2
Name: (b) (6)

Title: Post Award Manager
Phone: (907) 786-1569

Site Visit Contact 3
Name: (b) (6)

Title: Chief
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	AK200ZZ	**GRANTEE NAME:**	UNIVERSITY OF ALASKA ANCHORAGE
GRANT:	15JCOPS22GG03542UHPX		
AWARD AMOUNT:	$250,000.00		
LOCAL MATCH:	$251,354.18		
SOURCE OF LOCAL MATCH (if applicable):	General Funds and the local match requirement is $251,358.18.		
START DATE:	2022-10-01	**END DATE:**	2027-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

2 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☑ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☑ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The department has made considerable progress towards addressing the issues within the University community which entailed more engagement with the university. The officers engagement includes attending more events on the campus, making presentations on crime prevention topics and being more of a presence on and around the campus.

Total Number of COPS Funded Positions:	2	FT	PT
Total Number of COPS Positions Hired:	2	FT	PT

Total Number in academy:		FT	PT
Total Number on the Street:	2	FT	PT
Total Number of COPS Funded Positions Vacant:		FT	PT
Total Number of Local Vacant Positions	8	FT	PT

Dates Vacant Positions will be Filled: Date
Recruitment is ongoing.

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached hire and retention worksheet.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

Position #1 - Officer (b) (6) is a new hire to the Department who entered as a lateral officer from the Alaska State Troopers. From September 2023 – December 2023 (b) (6) was assigned to Field Training / new employee learning. Since January 2024 Officer (b) (6) has been assigned to patrol where (b) (6) has participated in multiple community programs.

Position #2 - Recruit Officer (b) (6) was assigned to learn campus buildings and geography and help out in the non-sworn areas of the department. Recruit Officer (b) (6) started the Anchorage Police Academy, on December 7, 2023.

Grant Award Requirements:

CHP Award #15JCOPS-22-GG-03542-UHPX was awarded to the Department in the amount of $250,000 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for two (2) new-hire full-time sworn career law enforcement officers. Funding under this program will support three (3) years of officer or deputy salaries within a five-year period of performance to accommodate time needed for recruitment and hiring. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $251,358.18. The start date of this award is October 1, 2022, with an end date of September 30, 2027.

Comments:

During the site visit, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Ms. Jackson conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on the review of the budgeted and actual strength chart, the department experienced local vacancies in the following fiscal years: two (2) in FY2021; eight (8) in FY2022; eight (8) in FY 2023; and eight (8) in FY2024. The department provided information that they have been and continue to actively recruit to fill local vacancies by attending special events both on and off campus such as recruitment fairs. Based on this information, this issue is resolved.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues

were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	AK200ZZ	**GRANTEE NAME:**	UNIVERSITY OF ALASKA ANCHORAGE
GRANT:	15JCOPS21GG02546SPPS		
AWARD AMOUNT:	$74,997.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2021-09-01	**END DATE:**	2023-08-31

Grant Award Requirements:

FY 2021 CPD Accreditation Award #15JCOPS-21-GG-02546-SPPS was awarded to the Department in the amount of $74,997 in federal funds over a two-year (24-month) award period. CPD funds are used to develop the capacity of law enforcement to implement community policing strategies by providing guidance on promising practices through the development and testing of innovative strategies; building knowledge about effective practices and outcomes; and supporting new, creative approaches to preventing crime and promoting safe communities. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. There is no local match requirement for this award. The start date of this award is September 1, 2021, and the end date was extended to August 31, 2024.

Comments:

During the site visit, a review was performed of the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award. Ms. Jackson conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The start date of this award is September 1, 2021, and the end date was extended to August 31, 2024. However, during the site visit, the department explained the delay in implementing the Accreditation Award and will need to request a no cost extension to complete grant implementation. The current balance is $42,042.01.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Supervisor Approval:

LaToya Pickett-Bell

U.S. Department of Justice
Office of Community Oriented Policing Services
COPS
Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: Andrea Little
Lead Grant Specialist

Subject: West Helena, City of/ AR05402

Date: 5/9/2024 1:13:00 PM

I. Overview of EOBGR

On March 12, 2024, Grant Program Specialist Andrea Little conducted an Enhanced Office Based Grant Review (EOBGR) with the City of West Helena ("the Department"). The purposes of the EOBGR were to assess compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant award was reviewed: COPS Hiring Program (CHP) Award #15JCOPS-21-GG-03404-UHPX.

Ms. Little conducted an entrance interview with Chief (b) (6) and Administrative Coordinator (b) (6) During this initial portion of the EOBGR, Ms. Little provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Little discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, Ms. Little was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP grant award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

Ms. Little recited the Departments project as identified in their performance report and application narrative for the hiring for the (10) new hire full-time sworn career law enforcement officers.

Ms. Little then explained the community policing commitment to building trust and mutual respect between police and communities. Ms. Little also defined the 3 key components of community policing as Organizational Commitment, Problem Solving, and Community Partnerships.

Chief (b) (6) began to describe how the Departments commit to changes has made it better for Officers to come to work and engage in the community.The new mindset of the Officers has built trust in the community with a yearly community block party event that includes a partnership with mental health organization. Chief Bell further describes several community events for building trust to include the Quantas Club for recognizing great officers, the Neighborhood Watch, the Burglary Prevention Program, a Scan and Fraud Prevention which educates the elderly on known financial threats. Also, as described the Residence Safety Zones for individual neighborhood crime prevention strategies. As part of this program the foot patrol officers are assigned to neighborhoods to engage with the residents and business owners and sharing contact information for crime prevention. As a result of these efforts crime is on the decline based on the interactions with officers and the community. Chief (b) (6) also described the Officer Polls as where officers can provide input to Executive Staff Mgt once a week and troop mgt each month where officers share info and compare notes to determine where to focus community policing efforts, gather, evaluate, and develop a plan of action. Through these efforts of working together the community is safer. With ongoing officer training, problem solving skills are being thought to access situations, and decision making within mins when arriving to crime scenes. The Criminal Justice Institute of AR and training academy provide officers within depth training in mental health, non-violent crimes.

Chief (b) (6) also described its problem solving in pursuant to preventing crime through its proactive foot patrol and physical contact with citizensIn supporting fellow officers with routine stops in targeted rule poverty areas. As further described the targeted areas presented high drug problems as shown in data collected from the Crime Mapping and crime analysis.

Also, based upon data collected high crime targeted area were identified to be higher rates of unemployment. In working with the City Leaders and local organizations the Department is making effort to employ citizens in order to reduce its unemployment by sponsoring job fair and hiring eventsIn partnering with the community colleges, job training, trade and skills are offered to citizens. Through these efforts the community is working toward a stronger workforce that will ultimately reduce crime.

Other community efforts were described as City Beautifications by adding visibility street lighting lamps to poverty-stricken area to reduce criminal activity. Youth based community activities to deter criminal behavior include officers speaking events at local schools and engaging neighboring children. Many partnerships were described as sponsorships with the Boys and Girls Club, Minister Alliance Organizations, FBI partner for the crime mapping, and Neighboring Police Departments and Desha County Association.

To complete community policing discussions, Ms. Little recapped highlights of their discussion points to acknowledge the Department's efforts to reduce violent crime and its unemployment concerns through the examples of community relations and partnerships.
In a subsequent discussion, Ms. Little discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's CHP grant award. During the discussion, Ms. Little reviewed the salaries and fringe benefits, and other relevant financial documentation for the grant award. During the review discussion, Ms. Little provided technical assistance for the financial documentation and programmatic documentation.

The EOBGR concluded with an exit interview with the aforementioned individuals. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 98 East Plaza Street Helena-West Helena, AR, 72390

Title: Chief of Police
Phone: (870) 817-7502
Fax: (870) 572-5034
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 98 East Plaza Street Helena-West Helena, AR, 72390

Title: Mayor
Phone: (870) 817-7439
Fax: (870) 338-7250
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name (b) (6)

Title: Administrative
Phone: (870) 181-6456

Site Visit Contact 2
Name: (b) (6)

Title: Chief
Phone: (870) 181-6456

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	31
Actual Staffing Level from Oldest Hiring Grant Application	14

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI: AR05402 **GRANTEE NAME:** West Helena, City of

GRANT: 15JCOPS21GG03404UHPX

AWARD AMOUNT: $1,019,756.00

LOCAL MATCH: $339,918.95

SOURCE OF LOCAL MATCH (if applicable): Local match is generated from local revenue.

START DATE: 2021-10-01 **END DATE:** 2026-09-30

Waiver Granted:

☐ Yes ☐ No

☐ Full ☐ Partial

Category of COPS-funded Positions:

10 New Hires

Rehires – Previously Laid Off

0 Rehires – Scheduled for Layoffs

0 Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The agency hired full-time entry-level officer positions to provide community policing services throughout the city to reduce drug related and other criminal activity.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The agency hired full-time entry-level officer positions to provide community policing services throughout the city to reduce drug related and other criminal activity.

Total Number of COPS Funded Positions: 10 FT 0 PT

Total Number of COPS Positions Hired:	4	FT	0	PT
Total Number in academy:	0	FT	0	PT
Total Number on the Street:	4	FT	0	PT
Total Number of COPS Funded Positions Vacant:	6	FT	0	PT
Total Number of Local Vacant Positions	15	FT	0	PT

Dates Vacant Positions will be Filled: ASAP Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

please see attached

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The awarded officers assigned to the COPS Hiring Award #15JCOPS-21-GG-03404-UHPX are engaged in community policing activities to reduce the drug problem in high crime targeted areas.

Grant Award Requirements:

COPS Hiring Award #15JCOPS-21-GG-03404-UHPX in the amount of $1,019,756.00 in federal funds over a three-year (36-month) for (10) new hire full-time sworn career law enforcement officers. The local match requirement for this award in the amount of $339,919.00. The start date of this award is October 1, 2021, and the end date is September 30, 2026.

Comments:

During the EOBGR, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Ms. Little conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS Award Documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to Awardee documentation that included the Budgeted and Actual staffing cited in the application and subsequent fiscal years. Documentation reviewed also included personnel hiring documentation including dates of hire for authorized positions, termination dates as applicable, and dates for backfilling vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by reduction in force was identified. According to the Budgeted and Actual Strength Staffing Chart that was provided, the Department experienced six (6) reduction in force in FY 2021 and (6) reduction in current FY 2024.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by local vacancies was identified. The Department experienced seventeen (17) local vacancies in FY 2020, ten (10) in FY 2021, seventeen (17) FY 2022, nineteen (19) in FY2023 and ten (10) in current.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data.

Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the EOBGR, a financial review was conducted of the award payment history, quarterly federal financial reports and the Department's financial excel worksheet documentation. During the EOBGR, it was noted that the Department failed to provide its financial ledger documentation in order to further determine if cost were not allowed under your COPS Hiring Award. Based upon a review of the Department's award expenditures and its financial ledger provided after the review on March 26, 2024, it was determined that the Department expended unallowable cost. The Department exceeded cost approved for the salary expenses for Officer Banks in the amount of $28,852.56 and fringe costs in the amounts of $418.36 for Medicare expenses, $6,898.66 for Retirement, and $987.31 for workers comp expenses with the accumulated total amount of $37,156.89.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - In the initial notification letter that was issued to the Department on January 29, 2024, and during the EOBGR on March 12, 2024, the Department was asked to provide information related to a detailed listing of budget expenditures and documentation (i.e. general ledger) that supports each cost category as it appears in the awarded budget in the FCM. In order to assess for compliance with the requirements of your grant award, submission of this documentation is necessary. Also, the Department was asked to provide information related to copies of the DD-214 for each U.S. military veteran hired as indicated on the CHP application for the award.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the EOBGR, it was determined that the Department was delinquent in filing its and financial progress reports. As of the date of this letter, the financial progress reports for the reporting period of Jan. 1, 2023, to Mar. 31, 2023, Apr. 1, 2023, to Jan 30, 2023, Jul. 1, 2023, to Sept. 30, 2023, and Oct. 1, 2023, to Dec. 31, 2023, are delinquent.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the EOBGR, it was determined that the Department was delinquent in filing its performance progress reports. As of the date of the report, the performance progress report for the reporting periods of Aug. 1, 2022, to Jan. 31, 2023, Feb. 1, 2023, to Jul. 31, 2023, and Aug. 1, 2023, to Jan. 31, 2024, are delinquent.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia O. Jackson 5/9/2024.

Supervisor Approval:

Marcia Jackson

U.S. Department of Justice
Office of Community Oriented Policing Services

Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: Marcia Jackson
Assistant Director

Subject: West Palm Beach, City of/ FL05008

Date: 8/8/2024 3:38:00 PM

I. Overview of Site Visit

On April 30, 2024, Assistant Director Marcia O. Jackson conducted a site visit with the City of West Palm Beach Police Department ("the Department"). The purposes of the site visit were to assess compliance with the COPS grant awards regulations, terms, and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the Site Visit, the following COPS grant awards were reviewed:
COPS Hiring Program (CHP) Award #2020UMWX0222, FY23 CPD Microgrant Award #15JCOPS-23-GG-01982-PPSE, and FY23 COPS TEP Award #15JCOPS-23-GG-01900-TECP.

Ms. Jackson conducted an entrance interview with the following individuals from the department:

(b) (6)

During this initial portion of the site visit, Ms. Jackson provided a brief history of the COPS Office, explained the purpose and overview of the site visit, and confirmed the finalized agenda.

After opening remarks and introductions, Ms. Jackson discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the site visit, Ms. Jackson was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the grant awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

The discussion began with the department providing information on their Organizational Transformation, Community Partnerships and Problem-Solving Activities.

The Chief began the discussion on the department's Organizational Commitment indicating that violent crime has been a large gap to fill in high crime areas. The biggest area of concern has been juvenile crime. Shot spotter has been used but is about 90% accurate and 40% not being reported by the community. The department has researched ways to engage the community, but this works hand in hand. They started monthly crime meetings and to assess residents' perception of crime. Internal crime meetings start at 10:30 am with weekly divisions to discuss perception of crime.

In August 2023, the department focused on areas of the city where crime was occurring more frequently and began to incorporate business partners. The chief started "Chief Meetings", which are held monthly on the northend of the city. He received feedback from the community and used the suggested strategies they proposed. The idea of the bike unit was generated from the feedback received at the public meetings which is typically attended by 20-75 residents. Community members have requested the department to work on suppressing crime.

They also started Monthly Teen Talk meetings in partnership with youth probation. With this program, they lined them up with experienced offenders and those currently incarcerated who were also affiliated with gangs. To date, three (3) meetings have been held with 30-60 young adults and families. The youth also receive community service opportunities and receive employment in landscaping, pressure washing, and various other technical jobs.

Some of the departments partnerships includes: Pop-Up Praise and Worship with local churches, Slam Basketball Pop-Ups with food and music, Probation and Parole, Sanitation with road patrols thorough the city twice a month, the Divine 9 partnership with African American sororities and fraternities who attend most of the public events, National Night Out that occurs the 2nd Tuesday in August each year, National Coffee with a COP Day, Trunk or Treat, and Thanksgiving Meal Giveaway to name a few.

In a subsequent discussion, Ms. Jackson discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's grant awards. At the time of the site visit, the grantee had not begun implementing the CPD Microgrant and the TECP awards. During the discussion, Ms. Jackson reviewed progress award summaries and other relevant documentation for the grant awards.

After the programmatic and administrative review, staff was taken on a tour of the city with Office (b) (6) and Sergeant (b) (6) The officers discussed the department's motto "We can't arrest our way out of a juvenile problem," which includes conducting assessments with juveniles to identify what they need and what the department can do for the youth to make them successful. The first stop was to the Pleasant City area which has seen a great deal of violence and homelessness. Within the Pleasant City area is the St. Ann's Center, which is a local Catholic Church that conducts homeless outreach. Breakfast and lunch are provided, and participants can shower and receive their mail at the center. One (1) officer is stationed there from 7:30 a.m. to 12:00 p.m. Staff met with St. (b) (6) Executive Director (b) (6) (b) (6) discussed how the officers assists with security and at times when needed. They started as a triage center with food and shower but transitioned to healthcare, peer recovery, and have a partnership with the City of West Palm Beach to get housing and other services to help with obtaining identification cards for participants of the center.

Officer (b) (6) who is the Northend engagement officer, talks to the community about not becoming victims of crime. The Northend area is a high crime area with homicides, drug busts and prostitution. The department's swat team shut down drug operations; however, they are seeing a rise in crack, fentanyl and heroin redevelop in the downtown area but have seen a crime reduction through the quarterly clean ups in the area.

The next stop was to the former PAL building that has since closed due to funding, but the goal is to get a partnership to reinvigorate the program. They plan to run the Explorer program from the building and the planned reopening is scheduled for June 2024.

The last stop was to New Bethel Missionary Baptist Church where the chief held his meeting after two (2) shootings occurred in the area and four (4) homicides within a mile.

The site visit concluded with an exit interview with the aforementioned staff. A summary of the site visit was discussed, and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 600 Banyan Blvd West Palm Beach, FL, 33401

Title: Chief of Police
Phone: (561) 822-1613
Fax: (561) 822-1863
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 600 Banyan Blvd West Palm Beach, FL, 33401

Title: Mayor
Phone: (561) 822-1400
Fax: (561) 659-8066
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Assistant Chief of Police
Phone: (561) 822-1753

Site Visit Contact 2
Name: Fiscal Manager (b) (6)

Title:
Phone: (561) 822-1936

Site Visit Contact 3
Name: Fiscal Analyst (b) (6)

Title:
Phone: (561) 822-1937

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	FL05008	**GRANTEE NAME:**	West Palm Beach, City of
GRANT:	2020UMWX0222		
AWARD AMOUNT:	$3,750,000.00		
LOCAL MATCH:	$4,104,628.72		
SOURCE OF LOCAL MATCH (if applicable):	General Funds		
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

30 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☑ Gun Violence

☑ Other Violent Crime Problem (please specify):

Juvenile crime

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Total Number of COPS Funded Positions:	30	FT	PT
Total Number of COPS Positions Hired:	30	FT	PT
Total Number in academy:		FT	PT
Total Number on the Street:	30	FT	PT

Total Number of COPS Funded Positions Vacant: FT PT

Total Number of Local Vacant Positions 5 FT PT

Dates Vacant Positions will be Filled: August Date
2024

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Hire and Retention Worksheet.

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The officers are assigned to patrol areas that are considered hot spots for crime.

Grant Award Requirements:

CHP Award #2020UMWX0222 was awarded to the Department in the amount of $3,750,000 in federal funds over a three-year (36 month) award funding period for the approved entry-level salary and fringe benefits for thirty (30) new-hire full-time sworn career law enforcement officers. The local cash match requirement for this award is $4,104,629. The allowable costs for which the agency's award has been approved are limited to those listed on the Financial Clearance Memo (FCM), which is included in the agency's award package. The start date of this grant award is July 1, 2020, and the end date was extended to June 30, 2025.

Comments:

During the site visit, a review was performed of Department's staffing levels, salary and fringe benefits payments and the hiring dates of the sworn officers hired under the above-referenced grant award program. Ms. Jackson conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. Based on the initial review of these documents, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. The compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the submitted Dates of Hire and Retention form that was provided during the site visit, it was determined that the Department may have been in violation of the nonsupplanting requirement, as the Department assigned ineligible officers to the award. In assessing this issue, during the review, COPS staff reevaluated the supplanting early hire review that was conducted as a result of an EOBGR by COPS on April 20, 2022. On June 30, 2022, the department remedied the noncompliance issue with a repayment. In addition, a General Letter of Compliance that was sent to the department on July 21, 2022. On May 17, 2024, the department provided a detailed explanation of the hiring process of certified officer applicants, non-certified officer applicants, and new hire probationary officers/grant or general fund assignment. Based on this information, this issue has been resolved. Please note that no further action is required from the Department at this time.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based on the review of the Budgeted and Actual Strength Chart the Department experienced one (11) local vacancy in FY2021, seven (7) local vacancies in FY2020, twenty-one (21) local vacancies in FY 2021, twenty-four (24) in FY 2022, seventeen (17) in FY 2023 and five (5) in FY 2024. On May 17, 2024, the department provided documentation discussing the hiring process and demonstrating the active recruitment efforts to fill local vacancies and anticipate filling vacancies in August 2024. Based on this information, this issue has been resolved.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues

were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	FL05008	**GRANTEE NAME:**	West Palm Beach, City of
GRANT:	15JCOPS23GG01900TECP		
AWARD AMOUNT:	$969,500.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-12-29	**END DATE:**	2024-12-31

Grant Award Requirements:

FY23 COPS TEP Award #15JCOPS-23-GG-01900-TECP was awarded to the Department in the amount of $969,500 in federal funds over a two-year/24-month award funding period to develop and acquire effective equipment, technologies, and interoperable communications that assist in responding to and preventing crime. The allowable costs for which the department's award has been approved are limited to those listed on the approved budget, which is included in the department's award package. The start date of this award is December 29, 2022, with an end date of December 31, 2024.

Comments:

During the site visit, a review was performed of the Department's progress and other related documentation related to the award. At the time of the site visit, the agency had not begun implementation of the award due to delayed supply issues and no drawdowns have occurred. Ms. Jackson conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The start date of this award is December 29, 2022, with an end date of December 31, 2024. Due to the delay in award implementation, the agency will need to request a no cost extension. Staff advised the grantee to apply for the extension during the last quarter of the grant period.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

NON-HIRING GRANT

ORI:	FL05008	**GRANTEE NAME:**	West Palm Beach, City of
GRANT:	15JCOPS23GG01982PPSE		
AWARD AMOUNT:	$140,673.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2023-10-01	**END DATE:**	2024-09-30

Grant Award Requirements:

FY23 CPD Microgrants Award #15JCOPS-23-GG-01982-PPSE was awarded to the Department in the amount of $140,673 in federal funds over a one-year (12 month) award-funding period. The FY23 Microgrant funding is to support building trust and legitimacy through re-establishing the explorer's program that provides basic knowledge of police operations to young adults aspiring to become law enforcement officers. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is October 1, 2023, with an end date of September 30, 2024.

Comments:

During the site visit, a review was performed of the Department's progress and documentation related to the awardAt the time of the site visit, the agency had not begun implementing the award due to delays in recruiting and no drawdowns had occurred. Ms. Jackson conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The start date of this grant award is October 1, 2023, with an end date of September 30, 2024. Due to the delay in award implementation, the agency will need to request a no cost extension. Staff advised the grantee to apply for the extension during the last quarter of the grant period.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Supervisor Approval:

LaToya Pickett-Bell

To: Grant Monitoring File

From: Gerald Moore
Grants Management Specialist

Subject: WESTMORELAND COUNTY/ PA366ZZ

Date: 8/8/2024 3:00:00 PM

I. Overview of EOBGR

On June 6, 2024, Grant Monitoring Specialist Gerald Moore conducted an Enhanced Office Based Grant Review (EOBGR) with the Westmoreland County Courthouse. The purposes of the EOBGR were to assess compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant award was reviewed: Technology and Equipment (TEP) Award #15JCOPS-22-GG-04841-TECP.

(b) (6) conducted an entrance interview with Director (b) (6) Deputy Director (b) (6) During this initial portion of the EOBGR, (b) (6) provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, (b) (6) discussed the Department's community policing efforts, particularly in relationship to the COPS grant awards. During this portion of the EOBGR, (b) (6) was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the CHP and SVPP grant awards. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

During the EOBGR Westmoreland County discussed their multipronged approach to community policing. Westmoreland County covers 9 different police zones and 33 police departments. The county hosts monthly meetings for the Chiefs of Police association, outreach teams connect with the community the connection increase the communities willingness to assist with investigations and outreach teams go to the schools to discuss when and why to use 911. The TEP program has increased the counties ability to problem solve. The award has allowed the county to mobilize the 911 center in emergency situations and while surrounding agencies have had to shut down for weeks at a time, the cyber initiative has provided a level of security so the county is protected.

In a subsequent discussion, (b) (6) discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's CHP and SVPP grant awards. During the discussion, (b) (6) reviewed the purchase orders and other relevant financial documentation for each grant award.

The EOBGR concluded with an exit interview with Director (b) (6) , Deputy Director (b) (6) A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 2 N MAIN ST SUITE 101 GREENSBURG, PA, 15601

Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 2 N MAIN ST SUITE 101 GREENSBURG, PA, 15601

Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Finance Director
Phone: (724) 830-3590

Site Visit Contact 2
Name: (b) (6)

Title: Finance Admin Chief
Phone: (724) 600-7319

Site Visit Contact 3
Name: (b) (6)

Title: Deputy Director
Phone: (724) 600-7302

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	PA366ZZ	**GRANTEE NAME:**	WESTMORELAND COUNTY
GRANT:	15JCOPS22GG04841TECP		
AWARD AMOUNT:	$528,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):			
START DATE:	2022-03-15	**END DATE:**	2024-03-31

Grant Award Requirements:

TEP Award #15JCOPS-22-GG-04841-TECP was awarded to Westmoreland County in the amount of $528,000 in federal funds over a two-year/24-month award funding period. The award provides funding to develop the capacity of law enforcement to implement community policing strategies by providing guidance on promising practice through the development and testing of innovative strategies; building knowledge about effective practices and outcomes; and supporting new, creative approaches to preventing crime and promoting safe communities. The allowable costs for which the agency's award has been approved are limited to those listed on the approved budget, which is included in the agency's award package. The start date of this grant award is March 15, 2022, and the end date is March 31, 2024.

Comments:

During the EOBGR, a review was performed of the Department's invoices, purchase orders and other financial related documentation related to the expenditures incurred under the award. (b) (6) conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - As of the most recent FFR the agency has spent $188,595.39 but drew down the entire $528,000 on January 11, 2023. Which means there is an additional $339,404.61 of excess cash sitting in the agencies business account. This is unallowable and those additional funds will need to be returned to the ASAP account. This is a reimbursable grant, therefore agencies can only drawdown as the funds are spent.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Agency needs an extension to submit a budget modification to purchase the remaining items under the grant.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Awardee provided a current Indirect Cost Rate. No issue was identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 8/8/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Andrea Little
Lead Grant Program Specialist

Subject: Whitehall/ OH02511

Date: 1/24/2024 8:59:00 AM

I. Overview of EOBGR

On Tuesday December 12, 2023 at 11:00 a.m. (EST) an Enhanced Office-Based Grant Review (EOBGR) with City of Whitehall Department was conducted by Lead Grant Program Specialist Andrea Little.

The purpose of the EOBGR was to assess compliance with the COPS awards regulations, terms and conditions, review community policing efforts, provide customer service and technical assistance. The following award was reviewed at the EOBGR meeting: COPS Hiring Award #2020UMWX0314 and COPS Hiring Award #15JCOPS-21-GG-03481-UHPX.
The EOBGR meeting began with the introduction of Mrs. Little followed by a brief introduction of two COPS Office Grant Managers in attendance for training purposes.

On Behalf of the City of Whitehall "the department", the following individual was in attendance: Deputy Chief of Police (b) (6)

Immediately following the introduction, Mrs. Little provided a brief history of the COPS Office and explained the purpose of the EOBGR followed by confirmation of the finalized agenda items.

Thereafter, the meeting continued with a descriptive overview of community policing where Ms. Little explained the COPS Office definition of community policing as explained with key components of the organizational commitment, problem solving, and the formation of community partnerships. Ms. Little provided examples of community policing efforts that further explained these components of community policing in order to facilitate the discussion points of interestMs. Little also, further explained the departments need for funding opportunity as stated in their funding application to provide effective community policing to reduce the surge of violent crimes through building trust and partnerships.

As discussion began, Deputy Chief of Police (b) (6) provided opening remarks of gratitude after receiving COPS program funding with expressions of further appreciation that allowed the department to develop a three-year strategic plan to reduce crime in 2016. As a recipient of COPS program funds in year 2016 the department was able to meet twice weekly with law enforcement executives in order to set goals and determine if the goals were a success by evaluating the outcomes to develop a plan on how to improve upon those goals.As early as 2016 the department had evaluated its crime stats, number of arrest using its crime tracking Power VI system with its law enforcement commanders to determine high crime areas with violent and non-violent problems.

Deputy (b) (6) also explained that the current funding received under the COPS hiring program has allowed the department to further expand its goals through the Officer Review Process. During this process officer's body camera video is reviewed to determine if mistakes were made during arrest and if so additional training is provided to bring awareness to all officers as part of the standard practice for roll call. Officers receive up to date training using Lexipol learning platform offering courses and exams to be accessed through Officer cell phones.

As mentioned by Deputy (b) (6) body cameras are required to be worn at all times with no exceptions for 90% of the responding calls. The department hired two Crime Analysis to monitor and track all body camera footage. In addition, the Crime Analysis also manage data collected from social media and crime mapping software. The department uses "Heatmaps" data to determine concentrated areas of high crime and best practices are developed to reduce crime.

Ways to deescalate crime was described in several community activities named, "Thursday Night Thrillers" – 8 week basketball league sponsored by Discover Credit Card Company. Also, "Shop with a COPS" in partnership with Walmart and Target which service 190 families, the "National Night Out" program in which officers participate in give aways with business owners.The department also supports "Trunk and Treat" program with collaboration with the community church and local business, and "Coffee with COPS" and the "Warrant Forgiveness Day" which encourages citizens to turn themselves in.

Furthermore, the COPS program funding has supported the department's SRO's in the Juvenile Diversion Program. As described, this program offers non-violent crime alternative sentencing that provides the release of children from detention centers to perform community services. Also, the Youth Police academy support almost 20 children through field trips resulting in youth joining the military.

Deputy (b) (6) also explained participation in town hall meetings which are held every year to discuss sponsorship community programs including the "Food truck Festival" and summer "Movie Nights". In addition, the department partnerships with Frankline County in the HOPE Task force provides overdose assistance in viewing the phone records of victims to determine dealer and locate drug areas. The partnership with CORE Judges with using license plates readers to track stolen cars and using social media to recover stolen cars. Partnership with the Fire Department named "Safe Station Program" to offer help with drug addiction to send willing addicts to drug rehab centers.

In closing out the community policing discussion Deputy (b) (6) explained the impact funding has had on the community through the community policing academy assistance with the national nights out and mobile community watch. Cadets assist with road closures and assist officers with arrest during traffic stops.

With 4 to 5 college students participating in the academy internship and apprentice program the law enforcement community has great potential.

Ms. Little completed the meeting with discussions with Deputy (b) (6) to review the financial, administrative, and programmatic award terms and conditions, and supportive documentation. During the review discussion, Ms. Little provided technical assistance for the financial documentation and programmatic overview as discussed as part of the conclusion of the meeting.

The EOBGR concluded with an exit interview with the aforementioned individual. In closing, Ms. Little reminded the Department that a notification letter will be provided within 45 days of the meeting and any issues not resolved prior to the feedback letter will be documented. Also, the department was reminded of the 3-year records retention requirement of the award as subject to DOJ review up to 3-years after the official award closeout date.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 365 South Yearling Road Whitehall, OH, 43213

Title: Chief
Phone: (614) 246-7414
Fax: (614) 237-6455
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 365 South Yearling Road Whitehall, OH, 43213

Title: Mayor
Phone: (614) 338-3106
Fax: (614) 338-3119
Email: (b) (6)

Monitoring Contact
Name: (b) (6)

Title:
Phone: (b) (6)
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title:
Phone: (614) 246-7415

Site Visit Contact 2
Name:

Title:
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	51
Actual Staffing Level from Oldest Hiring Grant Application	49

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI: OH02511 **GRANTEE NAME:** Whitehall

GRANT: 15JCOPS21GG03481UHPX

AWARD AMOUNT: $750,000.00

LOCAL MATCH: $1,069,468.88

SOURCE OF LOCAL MATCH (if applicable): There is a local match requirement for this award in the amount of $1,069,469.00. Local match funds will come from the General Revenue.

START DATE: 2021-10-01 **END DATE:** 2026-09-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

6 New Hires

0 Rehires – Previously Laid Off

0 Rehires – Scheduled for Layoffs

0 Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☑ Assault ☐ Homicide ☐ Rape ☑ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department has demonstrated its progress to address the increased in assault, robbery and drug violence through community partnerships and programs to providing safer communities to the citizens of Whitehall.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☑ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☑ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department has demonstrated its progress to address the increased in social disorder problems through community partnerships and programs to providing safer communities to the citizens of Whitehall.

Total Number of COPS Funded Positions: 9 FT 0 PT

Total Number of COPS Positions Hired: 9 FT 0 PT

Total Number in academy:	0	FT	0	PT
Total Number on the Street:	9	FT	0	PT
Total Number of COPS Funded Positions Vacant:	0	FT	0	PT
Total Number of Local Vacant Positions	5	FT	0	PT

Dates Vacant Positions will be Filled: TBD Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☐ Yes ☐ No

Date(s) of hire:

Please see attached

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The COPS-funded officers were assigned to policing engagement activities to decrease related crimes. The Department identified areas for re-deployment that allow officers to build relationships with residence and community partners to increase trust.

Grant Award Requirements:

COPS Hiring Award #15JCOPS-21-GG-03481-UHPX was awarded to the Department in the amount of $750,000.00 in federal funds over a three-year (36-month) award-funding period for the approved entry-level salary and fringe benefits for six (6) new hire full-time sworn career law enforcement officers. The allowable costs for which your department's award has been approved are limited to those listed on the Financial Clearance Memo (FCM), which is included in the department's award package. There is a local match requirement for this award in the amount of $1,069,469.00. The start date of this award is October 1, 2021, and the end date is September 30, 2026.

Comments:

During the EOBGR, a review was conducted of the Whitehall Police Department staffing levels, salary and fringe benefits payments and the hire dates with the sworn staff hired under the above referenced COPS Hiring Program. Lead Grant Program Specialist, Andrea Little conducted a 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by local vacancies was identified. The Department experienced two (2) local vacancy in FY2019 two (2) vacancy, in FY 2020 one (1) vacancy, in FY 2021 two (2) vacancies, and in FY 2022 two (2) vacancies.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was

also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon review of the general ledger and the Dates of Hire Worksheet it was determined that cost paid to "retired" Officer (b) (6) during the period of 12/20/21 to 2/2/22 in the amount of $5,550 for salaries and benefits incurred is unallowable. During the period identified the position was currently being filled by Officer (b) (6) In addition, based upon review of the general ledger and the Dates of Hire Worksheet it was determined that cost paid to "retired" Officer (b) (6) during the period of 5/22/22 to 1/14/23 for salaries and benefits incurred in the amount of $39,815 is unallowable. During the period identified the position was currently being filled by Officer (b) (6) and Officer (b) (6) . Consequently, the aforementioned expenditures in the accumulate amount of $45,365 is deemed unallowable and must be repaid to the COPS Office.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - In the initial notification letter that was issued to the Department on November 2, 2023, the Department was asked to provide information related to the award(s) of budget expenditures (i.e. general ledger) by the deadline of December 4, 2023. On December 18, 2023, the department provided its General Ledges for each COPS funded position under award #15JCOPS-21-GG-03481-UHPX. However, the department failed to provide its general ledger for 2020UMWX0314.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

HIRING 3.0 COPS GRANT

ORI:	OH02511	**GRANTEE NAME:**	Whitehall
GRANT:	2020UMWX0314		
AWARD AMOUNT:	$375,000.00		
LOCAL MATCH:	$517,253.04		
SOURCE OF LOCAL MATCH (if applicable):	General Revenue		
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

3	New Hires
0	Rehires – Previously Laid Off
0	Rehires – Scheduled for Layoffs
0	Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☑ Assault ☐ Homicide ☐ Rape ☑ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☑ Assault ☐ Homicide ☐ Rape ☑ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department has demonstrated its progress to address the increased in assault, robbery and drug related crime problems through community partnerships and programs to providing safer communities to the citizens of Whitehall.

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☑ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☑ Social Disorder ☐ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department has demonstrated its progress to address the increased in social disorder related crime problems through community partnerships and programs to provide safer communities to the citizens of Whitehall.

Total Number of COPS Funded Positions:	9	FT	0	PT
Total Number of COPS Positions Hired:	9	FT	0	PT

Total Number in academy:	0	FT	0	PT
Total Number on the Street:	9	FT	0	PT
Total Number of COPS Funded Positions Vacant:	9	FT	0	PT
Total Number of Local Vacant Positions	5	FT	0	PT

Dates Vacant Positions will be Filled: TBD Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

Please see attached

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The Department has demonstrated its progress to address the increased in assault, robbery and drug related crime problems through community partnerships and programs to providing safer communities to the citizens of Whitehall.

Grant Award Requirements:

COPS Hiring Award #2020UMWX0314 in the amount of $375,000.00 in federal funds over a three-year (36-month) award-funding period for the approved 3 position entry-level salary and fringe benefits There is a local match requirement for this award in the amount of $517,253.00 The start date of this award is July 1, 2020, and the end date is June 30, 2024.

Comments:

During the EOBGR, a review was conducted of the Whitehall Police Department staffing levels, salary and fringe benefits payments and the hire dates with the sworn staff hired under the above referenced COPS Hiring Program. Lead Grant Program Specialist, Andrea Little conducted a 3.0 Community Policing Review as part of the community policing review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon a review of the Budgeted and Actual Strength Staffing Chart, a compliance issue for supplanting by local vacancies was identified. The Department experienced two (2) local vacancy in FY2019 two (2) vacancy, in FY 2020 one (1) vacancy, in FY 2021 two (2) vacancies, and in FY 2022 two (2) vacancies.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon review of the general ledger and the Dates of Hire Worksheet it was determined that cost paid to "retired" Officer Jason Whitner during the period of 12/20/21 to 2/2/22 in the amount of $5,550 for salaries and benefits incurred is unallowable. During the period identified the position was currently being filled by Officer Abu-Hamedeh. In addition, based upon review of the general ledger and the Dates of Hire Worksheet it was determined that cost paid to "retired" Officer Tyler King during the period of 5/22/22 to 1/14/23 for salaries and benefits incurred in the amount of $39,815 is unallowable. During the period identified the position was currently being filled by Officer Sheridan and Officer Tyrek Smith. Consequently, the aforementioned expenditures in the accumulate amount of $45,365 is deemed unallowable and must be repaid to the COPS Office.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - In the initial notification letter that was issued to the Department on November 2, 2023, the Department was asked to provide information related to the award(s) of budget expenditures (i.e. general ledger) by the deadline of December 4, 2023. On December 18, 2023, the department provided its General Ledges for each COPS funded position under award #15JCOPS-21-GG-03481-UHPX. However, the department failed to provide its general ledger for 2020UMWX0314.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 1/24/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Gerald Moore
Grant Management Specialist

Subject: WILLISTON BASIN SCHOOL DISTRICT 007/ ND049ZZ

Date: 8/8/2024 2:12:00 PM

I. Overview of EOBGR

On April 15, 2024, Grant Management Specialist Gerald Moore and Clara Pesiri conducted an Enhanced Office Based Grant Review (EOBGR) with the Williston School District. The purposes of the EOBGR were to assess compliance with the COPS grant awards regulations, terms and conditions; review the Department's community policing efforts and to provide customer service and technical assistance. During the EOBGR, the following COPS grant award was reviewed: COPS School Violence Prevention Program (SVPP) Award #15JCOPS-22-GG-04156-SSIX.

Gerald Moore conducted an entrance interview with (b) (6) and Assistant Superintendent (b) (6) During this initial portion of the EOBGR, Gerald Moore provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR and confirmed the finalized agenda.

After opening remarks and introductions, (b) (6) discussed the Department's community policing efforts, particularly in relationship to the COPS grant award. During this portion of the EOBGR, Gerald Moore was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the SVPP grant award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

During the EOBGR Williston discussed how they are currently revamping their school safety plan. A new camera system has been installed and vestibules are being remodeled in the schools. The vestibules have improved the overall security at the schools, by limiting access to outsiders and forcing all visitors to one entry point. The schools have also adopted Parent square, which is an online platform used to send out messages to parents via phone, text and email. The communication system has increased transparency with the school system and the community and helped to strengthen their relationship.

In a subsequent discussion, Gerald Moore discussed with the aforementioned attendees, the financial, administrative, and programmatic review of the Department's SVPP grant awards. During the discussion, Gerald Moore reviewed the invoices, purchase orders and other relevant financial documentation for the grant award.

The EOBGR concluded with an exit interview with Assistant Superintendent Ratzak, Emily Cowan, Courtney Voorheis and Kent Anderson. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name:
Address: 1201 9TH AVE NW WILLISTON, ND, 58801
Title:
Phone:
Fax:
Email:

Government Executive
Name:
Address: 1201 9TH AVE NW WILLISTON, ND, 58801
Title:
Phone:
Fax:
Email:

Monitoring Contact
Name:
Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)
Title: Director of Technology
Phone: (701) 713-7490

Site Visit Contact 2
Name: (b) (6)
Title: Asst. Superintendent
Phone: (701) 572-1580

Site Visit Contact 3
Name: (b) (6)
Title: Grants Coordinator
Phone: (701) 572-1580

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	ND049ZZ	**GRANTEE NAME:**	WILLISTON BASIN SCHOOL DISTRICT 007
GRANT:	15JCOPS22GG04156SSIX		
AWARD AMOUNT:	$555,392.00		
LOCAL MATCH:	$250,749.34		
SOURCE OF LOCAL MATCH (if applicable):	Local Budget and the match is $225,741.00.		
START DATE:	2022-10-01	**END DATE:**	2025-09-30

Grant Award Requirements:

SVPP Award #15JCOPS-22-GG-04156-SSIX was awarded to the Williston Basin School District 7 in the amount of $500,000 in federal funds over a three-year award period for the approved supplies and equipment. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The local match requirement for this award is $225,741. The start date of this award is October 1, 2022, with an end date of September 30, 2025.

Comments:

During the EOBGR, a review was performed of the Department's invoices, purchase orders and other financial related documentation related to the expenditures incurred under the award. Gerald Moore conducted a COPS 3.0 Community Policing Review as part of the community policing review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

Not Applicable to this award Program.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. No compliance issues were identified.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or

embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment may be necessary. This will be discussed below and cited in the feedback letter to the Awardee. This will be created as an Administrative Issue in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - During the review of the grant we determined the agency purchased line items that were not previously approved under the grant. The agency will submit a retro active budget modification.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 8/8/2024.

Supervisor Approval:

Marcia Jackson

U.S. Department of Justice
Office of Community Oriented Policing Services

Grant Operations Directorate/Grant Monitoring Division
145 N Street, N.E., Washington, DC 20530

To: Grant Monitoring File

From: Latoya Pickett-Bell
Management Analyst

Subject: Willowbrook Police Department/ IL02230

Date: 2/1/2024 4:20:00 PM

I. Overview of EOBGR

On Wednesday, December 13, 2023, Management Analyst LaToya Pickett-Bell conducted an Enhanced Office Based Grant Review (EOBGR) with the Village of Willowbrook ("the Department"). The following COPS staff also participated in the EOBGR: Grants Management Specialists Lashawn Benton; Verlena Braxton; Gerald Moore; Antonio Tovar; Anne Beamon; and Judith Williford; and Auditor Warren Brooks.

The purpose of the EOBGR were to: assess compliance with the COPS award regulations, terms, and conditions; review the Department's community policing efforts; and provide customer service and technical assistance. The following award was reviewed: COPS Hiring Program (CHP) Award #2020UMWX0465.

Mrs. Pickett-Bell conducted an entrance interview with the following attendees: CFO (b) (6) and Chief of Police (b) (6) .

During this initial portion of the EOBGR, Mrs. Pickett-Bell provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Pickett-Bell discussed the Department's community policing strategies, particularly in relation to quality-of-life issues experienced within the Village. At the time of the award application, the Department planned to and is currently increasing its community engagement efforts. Prior to the EOBGR, Mrs. Pickett-Bell was provided with supporting documentation detailing their collaborative efforts in crime prevention, building trust in the community, and increased presence at Homeowners Associations (HOAs) and business meetings.

During the problem-solving discussion, the Department indicated an uptick in non-violent property crimes that often occurs at residential-type hotels (i.e. extended stay hotels). They identified an surge in incidents particularly overdoes, drug dealing, and the residual impact such as assault and battery.

Additionally, the Department's Community Oriented Policing Unit (COPs Unit) serves as liaisons for various HOAs, in which they partake in meetings occurring within the varying communities. As of recent, they have started to branch out and target senior citizens, whom are the most vulnerable population, and currently address different topics such as scams and theft. Beginning in January 2024, they will hold an event on scamming and in February 2024, they will conduct another event addressing personal safety and security.

The Department also has a License Plate Recognition (LPR) program, which started with them owning just two (2) as of 2021 and have since expanded to fifteen (15). They use a program called Flock Safety, which is like a social media platform, in that they are able to partner and share LPR data with neighboring jurisdictions. When a motor vehicle is stolen or have stolen license plates, they enter this information into SLACK, which is a real time crime information sharing system. The use of this platform allows for when a vehicle hits the LPR, they can then share it with neighboring jurisdictions. Further, they have since partnered with vehicle makers Kia and Hyundai to obtain free anti-theft lock devices and have disseminated them to homeowners who owns these vehicle makes.

Another system the Department utilizes is the Countywide Report Management System. This system pulls all reports (vehicles, people, and addresses) within DuPage County and are able to gain necessary data information, as needed, for investigative purposes.
Moreover, in addressing other quality of life issues, in June 2023, the Department started a Retail Security Camera Program. The program fosters partnerships with local business owners who currently has security cameras on their property, in which the footage is accessible by the Department as needed. They are currently seeking ways to procure higher quality cameras for businesses and residential areas, which will be purchased by the Department.

Of note, the Department partakes in a program called Pages with Police. Like a book club, a different officer is responsible for going to the library once a month to read to adolescents.

Additionally, the Department deploys what is called "Saturation Patrols", which is a tactical unit that focuses on high crime areas. This initiative, which occurs several nights a month, is comprised of officers from several jurisdictions that are allowed to work as a unit within the county to monitor crime and engage in information sharing as they work as a unit. The Saturation Patrols has been necessary, as the Department has experienced an increase in non-violent and violent crime that is spewing over from Chicago.

The Department has since joined the paid-membership DuPage metropolitan enforcement group, which is a drug enforcement group.

In highlighting the organization transformation, the Department explained that it has since assigned two (2) officers to the Tactical Program. Furthermore, they have assigned one (1) of their officers to the DEA task force. In addressing manpower issues and the need for more personnel, they also added a second Deputy Chief position who is responsible for officer oversight and employee management.

Also, they have since hired a Community Services Officer to help supplement the COPS award resources.

During the partnership discussion, (b) (6) , Property Manager of the Knolls Condo Association, joined in. The Knolls Condo Association is comprised of 600 units. (b) (6) explained that (b) (6) has served as Property Manager for over three (3) decades. (b) (6) further attested to the Department's involvement within the community. Specifically, they conduct board meetings several times a year and the Department deploys an officer to attend each of these meetings.

Additionally, the Department highlighted the Lake Hinsdale Village HOA, in that they have since conducted three (3) meetings. This community is a larger multi-unit community comprised of both single-family homes and condos.

At the time of the award application, the Department listed TGM Willowbrook Apartments as a partner. When inquired about the community engagement with this partner, the Department explained that such partnership didn't occur as the apartment community were resistant and nonreceptive.

Lastly, the Department indicated that they are building a stronger relationship with the school district. The school district has since granted them access to their cameras in the case of an emergency. While they only have two (2) school within their district, with the highest grade level being 4th grade, the school district does not provide School Resource Officers.

In a subsequent discussion, Mrs. Pickett-Bell, discussed the financial, administrative, and programmatic review of the Department's award with the aforementioned persons. During this portion of the review, Mrs. Pickett-Bell reviewed the Department's budgeted and actual sworn force levels, hiring efforts, and award expenditures.

The EOBGR concluded with an exit interview with the aforementioned individuals. A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the Department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 7760 Quincy Willowbrook, IL, 60527

Title: Chief of Police
Phone: (630) 325-2808
Fax: (630) 323-7915
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 7760 Quincy Willowbrook, IL, 60527

Title: Village President
Phone: (630) 920-2261
Fax: (630) 323-0787
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Chief of Police
Phone: (630) 920-2249

Site Visit Contact 2
Name:

Title:
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application	23
Actual Staffing Level from Oldest Hiring Grant Application	21

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

HIRING 3.0 COPS GRANT

ORI:	IL02230	**GRANTEE NAME:**	Willowbrook Police Department
GRANT:	2020UMWX0465		
AWARD AMOUNT:	$375,000.00		
LOCAL MATCH:	$602,999.05		
SOURCE OF LOCAL MATCH (if applicable):	General funds		
START DATE:	2020-07-01	**END DATE:**	2023-06-30

Waiver Granted:

☐ Yes ☑ No

Category of COPS-funded Positions:

3 New Hires

Rehires – Previously Laid Off

Rehires – Scheduled for Layoffs

Uncategorized

Violent Crime Problems:

-Problem(s) Identified in Application

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Assault ☐ Homicide ☐ Rape ☐ Robbery ☐ Domestic/Family Violence ☐ Gun Violence

☐ Other Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☐ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☐ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

Non-Violent Crime Problems:

-Problem(s) Identified in Application

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Problem(s) Identified in Most Recent Progress Report

☐ Burglary ☐ Fraud ☐ Larceny/Theft ☐ Motor Vehicle Theft ☐ Vandalism

☐ Social Disorder ☑ Quality of Life Problem ☐ Prostitution

☐ Other Non-Violent Crime Problem (please specify):

-Are the problems identified in the most recent progress report consistent with staff's Site Visit/EOBGR observations?

☑ Yes ☐ No

-Did staff verify the information sources identified in the most recent progress report?

☑ Yes ☐ No

-Describe the agency's progress toward addressing the identified problems:

The Department has increased its bike patrol and community engagement efforts with the help of the COPS Office hiring resources.

Total Number of COPS Funded Positions:	3	FT	PT
Total Number of COPS Positions Hired:	3	FT	PT
Total Number in academy:		FT	PT
Total Number on the Street:	3	FT	PT

Total Number of COPS Funded Positions Vacant: FT PT

Total Number of Local Vacant Positions 2 FT PT

Dates Vacant Positions will be Filled: 2-3 months Date

Were COPS-funded officer(s) hired on or after the grant award start date? ☑ Yes ☐ No

Date(s) of hire:

See attached Dates of Hire and Retention Chart

Salary & benefits consistent with Financial Clearance Memorandum: ☑ Yes ☐ No

Primary activities of COPS-funded positions and/or redeployed officers:

The officers has aided in the increase in the Department's community outreach program in residential neighborhoods. Both the newly hired and veteran officers address non-violent property crimes in the community and partner with neighboring law enforcement agencies in combating both violent and non-violent crimes.

Grant Award Requirements:

CHP Award #2020UMWX0465 was awarded to the Department in the amount of $375,000 in federal funds over a three-year (36-month) award period for the approved entry-level salary and fringe benefits for three (3) new-hire full-time sworn career law enforcement officers. The allowable costs for which the Department's award has been approved are limited to those listed on the approved Financial Clearance Memo (FCM), which is included in the Department's award package. The local match requirement for this award is $602,999. The start date of this award is July 1, 2020, and the end date was extended to June 30, 2024.

Comments:

During the EOBGR, a review was conducted of the Department's staffing levels, salary and fringe benefits payments and the hire dates with the sworn officers hired under the above referenced award program. Management Analyst, LaToya Pickett-Bell conducted a 3.0 Community Policing Review as part of the community review.

Compliance Issues Comments:

Supplanting – Early Hire

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, Dates of Hire, Awardee Personnel Hiring Data and Financial Documents were reviewed. No compliance issues were identified.

Supplanting – Early Purchase

Not Applicable to this award Program.

Supplanting – Reduction in Force

COPS hiring award documents for the approved hiring category (New Hire/Rehire) were reviewed in addition to award recipient documentation that included the Budgeted and Actual baseline staffing cited in the application, and as shown on the Budgeted and Actual Staffing Chart for subsequent fiscal years. Other documentation reviewed included personnel hiring documentation for awarded positions for dates of hire, termination dates, as applicable, and dates for backfilling award funded vacancies. Also reviewed were dates of completion for background investigations for each position hired under the award and, copies of DD-214 military discharge documents for post-9/11 military veterans for the number of veterans indicated on the COPS hiring grant application to be hired. No compliance issues were identified.

Supplanting – Failure to Fill Local Vacancies

A review was conducted of the Budgeted and Actual staffing chart along with personnel hiring data, dates of hire, termination dates as applicable, and dates for backfilling local vacancies. In addition, a review of the Awardee's historical precedent and timelines for recruiting, hiring, and training of newly hired sworn officers was conducted; demonstrating active and timely steps to backfill local vacancies. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - The Department experienced local vacancies during the following fiscal years: 4 vacancies in FY 19; 1 in FY 21; 4 in FY 22; 5 in FY 23; and 2 in FY 24.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was also reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Based upon the certification of the Department's discrepancy of the originally completed Dates of Hire and Retention form, in which the Department provided a revised copy reflecting the accurate officers assigned to the award, a supplanting issue has been identified. Specifically, two (2) of the officers the Department assigned to the award are deemed ineligible, as they were locally-funded prior to their assignment to the award.

Failure to Pay Local Match

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine if a local match was required. Quarterly Financial Reports were also reviewed to determine if the Awardee was paying the minimum local match as required by the award. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - At the time of the review, I was unable to determine if the Department has been contributing to its local match requirement, as the Department failed to provide the expenditures and/or supporting documentation to validate such. An extension was afforded to the agency to provide such documentation.

Retention-Failure to Retain (Hiring)

A review was conducted of the Dates of Hire and Retention Worksheet or similar document as provided by the Awardee, including personnel hiring data. Each position hired under the award was reviewed for completing 36 months of implementation. For each position that was fully implemented, a review was also conducted to determine if the position was being retained with local funding up to twelve months. No compliance issues were identified.

Retention-Failure to Retain (Equipment)

Not Applicable to this award Program.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable, consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee failed to provide requested documentation for the compliance and/or monitoring review in a timely manner. Based upon the failure of the Awardee to provide adequate documentation, a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and a Proposed Notice of Noncompliance will be sent to the Awardee. Other enforcement actions may be taken as necessary to resolve the issue.

Comments - As of the time of the review, the Department failed to provide the following documentation: • A copy of the general ledger, that supports each cost category as it appears in the awarded budget. Please include the actual salaries and fringe benefits for each COPS-funded officer, per year. Expenditures related to the award should clearly identify a COPS specific cost code in the Department's accounting system and the local match contribution and further supported in the general ledger.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Issues Comments:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Not Applicable to this award Program.

Contractor/Consultant Rate Adjustment

Not Applicable to this award Program.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 1/2/2024.

Supervisor Approval:

Marcia Jackson

To: Grant Monitoring File

From: Melissa Harrigton
Lead Grant Program Specialist

Subject: Wilton, Town of/ CT063ZZ

Date: 3/28/2024 10:06:00 AM

I. Overview of EOBGR

On March 27, 2024, Lead Grant Program Specialist Melissa Harrington conducted an Enhanced Office Based Grant Review (EOBGR) with the Town of Wilton ("the Department"). Anne Beamon, Grant Program Specialist also shadowed the EOBGR. The purposes of the EOBGR were to access compliance with the COPS grants award regulations, terms, and conditions; review the Department's community policing efforts; and to provide customer service.

During the EOBGR, the following COPS grant award was reviewed: COPS Technology and Equipment Program Invitational Solicitation (TECP) TECP Award #15JCOPS-22-GG-01471. Mrs. Harrington conducted an entrance interview with Chief (b) (6) During this initial portion of the EOBGR, Mrs. Harrington provided a brief history of the COPS Office, explained the purpose and overview of the EOBGR, and confirmed the finalized agenda.

After opening remarks and introductions, Mrs. Harrington discussed the Department's community policing efforts, particularly in relationship to the COPS grant award. During this portion of the EOBGR, Mrs. Harrington was provided with supporting documentation, which demonstrated the Department's community policing efforts. The discussion included information about the agency's community policing efforts that have transpired as a result of receiving the TEP grant award. Based upon the supporting documentation provided and the community policing discussion, the Department demonstrated its advancement of community policing.

In a subsequent discussion, Mrs. Harrington discussed with Chief (b) (6) the financial, administrative, and programmatic review of the Department's TEP grant award. During the discussion, Mrs. Harrington reviewed the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award.

At the time of the TEP grant award application, the Department indicated the focus area was to purchase a new radio system for the Wilton Police Department. The communications infrastructure equipment was purchased, and it is anticipated the completion of project will be by July of 2024.

Chief (b) (6) has indicated the award will significantly increase the Town's ability to communicate and with their emergency service partners in the region. It will also give them better interoperability with other town departments, other municipalities, and multiple state agencies.

The COPS award is contributing to the overall cost of the communications upgrade project which is $4,020,505.

Regarding organizational transformation: the new system is on the State of Connecticut Core also known as the Connecticut Land Mobile Radio Network, which will allow the town stronger interoperability with other municipalities throughout the State of Connecticut. While the town itself has 18,000 residents, there is a major route that is used, and the town is close to New York City. The upgraded system was needed to improve communication. Chief Conlan indicated this upgrade project was needed and plans for it started back in June of 2021. The prior system's equipment had its end of life in terms of functionality. Having the upgrade be statewide will ensure the entire state can communicate effectively. The project going statewide increased the total project to $4 million. The Chief mentioned 15 to 20 talk groups and 3 neighboring jurisdictions are already seeing the impact of better communication, including fire departments and EMS agencies. The new radio system is helping communication with dispatch systems and EMS services with hospitals. The entire state will be touched by this grant.

The Department shared their mission statement and engaged with their residents in various community outreach events. These events also include community-oriented trainings such as Triple A safe driving for seniors to teen dating violence classes. In addition, officers received de-escalation and crisis intervention training.

Regarding problem solving, the Department indicated there were some initial setbacks with project implementation. The system works off three communications or radio tower sites. The town originally thought the towers would not need any upgrades to house the new equipment both at the site and on the towers. But improvements were needed for both the buildings at two of the sites, as well as an extension on one of the radio towers. This delayed the project due to the necessity for building permit approvals as well as council concurrence. There was a $300,000 contingency fund to help with the 5 change orders. 2 towers are done and 1 tower is pending completion with awarded equipment in place.

The Department completed Tier 11 of a three-tiered accreditation program. It was mentioned this program is like the Federal CALEA Accreditation standards. Since participating in this program, the Department has updated several community policing practices policies and updating the radio project policies. The Department is also utilizing a software program to analyze data from their computer aided dispatch and records management software. Using this software helps the Department identify problem areas to focus on. This software also helps with adjusting and making procedural changes within the Department.

The Department has indicated partnerships with numerous agencies such as the Rotary Club, Kiwanis Club, and League of Women Voters. The Department is part of a domestic violence task force that is made up of community advocates and victims. The Department also has two student resource officers who offer services to 4 public schools and several private schools. The Department partners with the Board of Ed regarding the programs that are offered in the schools.

Additionally, the Department has a Citizen Policy Academy that is 8 weeks. As part of this academy, residents are training on many topics such as community policing and community emergency response team training. The Chief indicated there is also a partnership with an interfaith group comprised of multiple churches. The grant has provided partnerships and interactions with fire, EMS, police, public works department, parks and recreations departments, schools, and the school board.

In a subsequent discussion, Mrs. Harrington discussed the financial, administrative, and programmatic review of the Department's TEP award. Under the TEP award, Mrs. Harrington reviewed the Department's invoices, purchase orders, inventory records and other financial related documentation related to the expenditures incurred under the award.

The EOBGR concluded with an exit interview with Chief (b) (6) A summary of the EOBGR was discussed and notification was provided that a feedback letter would be sent to the department in approximately forty-five (45) days.

II. Community Policing

Please see the Community Policing narrative attachments.

2. General Agency Information

Law Enforcement Executive
Name: (b) (6)
Address: 238 Danbury Road Wilton, CT, 06897

Title:
Phone: (203) 834-6255
Fax:
Email: (b) (6)

Government Executive
Name: (b) (6)
Address: 238 Danbury Road Wilton, CT, 06897

Title:
Phone: (203) 563-0102
Fax:
Email: (b) (6)

Monitoring Contact
Name:

Title:
Phone:
Fax:
Email:

Site Visit Contact 1
Name: (b) (6)

Title: Chief of Police
Phone: (203) 834-6256

Site Visit Contact 2
Name:

Title:
Phone:

Site Visit Contact 3
Name:

Title:
Phone:

3. Programmatic Information

Contracting Questions

Is Agency contracting for police services?	N/A

Start-Up Agency Questions

Is this a start-up Agency?	N/A

Budgeted and Actual Sworn Force

Budgeted Staffing Level from Oldest Hiring Grant Application

Actual Staffing Level from Oldest Hiring Grant Application

Fiscal Year		Budgeted Sworn Officer		Actual Sworn Officer	
From	To	Full-Time	Part-Time	Full-Time	Part-Time

NON-HIRING GRANT

ORI:	CT063ZZ	**GRANTEE NAME:**	Wilton, Town of
GRANT:	15JCOPS22GG01471TECP		
AWARD AMOUNT:	$983,000.00		
LOCAL MATCH:	$0.00		
SOURCE OF LOCAL MATCH (if applicable):	non-applicable		
START DATE:	2022-03-15	**END DATE:**	2024-03-31

Grant Award Requirements:

TECP Award #15JCOPS-22-GG-01471 was awarded to the Department in the amount of $983,000 in federal funds over a two-year/24-month award funding period to develop and acquire effective equipment technologies, and interoperable communications that assist in responding to and preventing crime. The objective is to provide funding for projects which improve police effectiveness and the flow of information among law enforcement agencies, local government service providers, and the communities they serve. The allowable costs for which the Department's award has been approved are limited to those listed on the approved budget, which is included in the Department's award package. The start date of this grant award is March 15, 2022, with an end date of March 31, 2024.

Comments:

During the EOBGR, a review was conducted of the Town of Wilton's invoice, purchase order, and inventory records. Grants management specialist Melissa Harrington conducted a 3.0 community policing review as part of the community review.

Compliance Review Comments:

Supplanting – Early Hire

Not Applicable to this award Program.

Supplanting – Early Purchase

COPS Award Documents, Quarterly Financial Reports, Grant Payment History, and Awardee Financial Documents including Purchase Orders, Receipts, and Dates of Purchase were reviewed. No compliance issues were identified.

Supplanting – Reduction in Force

Not Applicable to this award Program.

Supplanting – Failure to Fill Local Vacancies

Not Applicable to this award Program.

Supplanting – Other

The Awardee's approved fiscal year budget for the fiscal year in which the grant was awarded was reviewed to determine if any local funds were allocated for the same items funded through the COPS award, and subsequently supplanted by COPS funding. Based on this review, no compliance issues were identified.

Failure to Pay Local Match

Not Applicable to this award Program.

Retention-Failure to Retain (Hiring)

Not Applicable to this award Program.

Retention-Failure to Retain (Equipment)

The Financial Clearance Memorandum and/or the Final Funding Memorandum were reviewed to determine which non-consumable items must be retained for twelve months following the conclusion of the award implementation. Visual inspection of the items including any replacement for items originally purchased was conducted and/or an inventory record was reviewed to verify retention. No compliance issues were identified.

Unallowable Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were allowable as approved in the award. No compliance issues were identified.

Unsupported Costs

The Award Owner's Manual, the Financial Clearance Memorandum and/or the Final Funding Memorandum including any approved budget modifications, the Grant Payment History, the Quarterly Financial Reports, and awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if costs were supported as approved in the award. No compliance issues were identified.

Excess Cash

The Grant Payment History, the Quarterly Financial Reports, and Awardee financial documentation including purchase orders, receipts, and detailed budgetary spreadsheets were reviewed to determine if excess cash was drawn down. No compliance issues were identified.

Misuse of Funds

Based upon a review of the financial documentation provided by the Awardee to demonstrate that COPS funds were expended as authorized and allowable,

consistent with the terms, conditions, and requirements of the award, no potential evidence of suspected criminal intent was identified such as fraud or embezzlement. No compliance issues were identified.

Failure to Provide Documentation

Awardee provided requested documentation for the compliance and/or monitoring review in a timely manner. No compliance issues were identified.

Reports – Delinquent Financial reporting

A review of the Quarterly Financial Reports (SF-425) from the Awardee shows that the reports have been submitted as required, consistent with the requirements for submitting the report. No compliance issues were identified.

Reports – Delinquent Programmatic Reporting

A review of the Award Progress Reports from the Awardee shows that one or more reports have been delinquent. Based on the initial review of these documents a potential compliance issue has been identified as discussed below and will be cited in the feedback letter to the Awardee. A compliance issue will be created in the Issue Resolution Module and followed up by future correspondence as necessary to resolve the issue.

Comments - Staff advised Chief (b) (6)to submit the delinquent performance report that was due March 1, 2024

Special Condition

A review of the award documents showed that a Special Condition was required for this award program, and that the Awardee was in compliance with the terms of the Special Condition. No compliance issues were identified.

Other

Based upon a review of all supporting documentation no other issues were identified.

Community Policing

The Awardee appears to be generally pursuing the community policing strategies as described in the award application for community partnerships, problem solving, and organizational commitment activities. No compliance issues were identified.

Administrative Review:

Grant Adjustment

Based upon a review of all supporting documentation a Grant Adjustment was not necessary. No issue was identified.

Grant Extension

Based upon a review of all supporting documentation a Grant Extension was not necessary. No issue was identified.

Grant Withdrawal

Based upon a review of all supporting documentation a Grant Withdrawal was not necessary. No issue was identified.

Sole Source Justification

Based upon a review of all supporting documentation a Sole Source Justification was not necessary. No issue was identified.

Contractor/Consultant Rate Adjustment

Based upon a review of all supporting documentation a Contractor/Consultant Rate Adjustment was not necessary. No issue was identified.

Indirect Cost Rate (IDC)

Not Applicable to this award Program.

Other

Based upon a review of all supporting documentation no other issues were identified.

Comments:

Comment 1:
Approved by Marcia Jackson 3/28/24.

Supervisor Approval:

Marcia Jackson