

Standard Applicant Information

Project Information

Project Title FBCSO FY22 COPS Microgrant Recruitment and Retention	Proposed Project Start Date 9/1/22	Proposed Project End Date 9/30/23
Federal Estimated Funding (Federal Share) 165000.00	Applicant Estimated Funding (Non-Federal Share) 0.00	Program Income Estimated Funding 0.00
Total Estimated Funding 165000.00		

Areas Affected by Project (Cities, Counties, States, etc.)

No items

Type Of Applicant

Type of Applicant 1: Select Applicant Type:

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

Other (specify):

Application Submitter Contact Information

Application POC Prefix Name Mrs.		
Application POC First Name Kelly	Application POC Middle Name _____	Application POC Last Name Fortune
Application POC Suffix Name _____		
Organizational Affiliation _____	Title Grant Coordinator	Email ID kelly.fortune@fortbendcountytx.gov

Phone Number

Fax Number

ORINumber

Executive Order and Delinquent Debt Information

Is Application Subject to Review by State Under Executive Order 12372? 

c. Program is not covered by E.O. 12372.

Is the Applicant Delinquent on Federal Debt?

No

SF424 Attachments (4)



Name

[manifest.txt](#)

Date Added

5/12/22



Name

[Form SF424_4_0-V4.0.pdf](#)

Date Added

5/12/22



Name

[Form SFLLL_2_0-V2.0.pdf](#)

Date Added

5/12/22



Name

[GrantApplication.xml](#)

Date Added

5/12/22

Authorized Representative

Law Enforcement Executive Information

Title

Prefix Name

First Name Middle Name Last Name

Eric _____ Fagan

Suffix Name

Government Executive Information

Title

County Judge

Prefix Name

Mr.

First Name Middle Name Last Name

KYLE _____ GEORGE

Suffix Name

Verify Legal Name, Doing Business As, and Legal Address**Legal Name**

FORT BEND, COUNTY OF

Doing Business As**DUNS**

081497075

UEI

MJG8N8EPN2L3

Legal Address**Street 1**

301 JACKSON ST

Street 2**City**

RICHMOND

State

TX

Zip/Postal Code

77469

Congressional District

22

Country

USA

Certification

The legal name + Doing Business As (DBA) and legal address define a unique entity in the system as represented in its entity profile. The profile legal name and address is applicable to ALL applications and awards associated to this fiscal agent.

1. If this information is correct confirm/acknowledge to continue with completion of this application.

I confirm this is the correct entity.

Signer Name

Kelly Fortune

Certification Date / Time

05/12/2022 11:34 AM

2. If the information displayed does not accurately represent the legal entity applying for federal assistance:

- Contact your Entity Administrator.
- Contact the System for Award Management (SAM.gov) to update the entity legal name/address.

3. If the above information is not the entity for which this application is being submitted, Withdraw/Delete this application. Please initiate a new application in Grants.gov with using the correct DUNS/SAM profile.

Proposal Abstract

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Data Requested with Application

CPD MG Eligibility

Program Selection

Instructions: Applicants for the Community Policing Development (CPD) Microgrants solicitation must select one subcategory from the below list. Please select the CPD Microgrants subcategory that you are applying under:

Officer Recruitment and Retention

Applicant Eligibility

Instructions: The following questions will be used to determine eligibility for the CPD Microgrants solicitation. NOTE: If you select "no" to any of the below questions, you will be considered ineligible for the solicitation and will not receive consideration for funding.

Please indicate if your jurisdiction is primarily considered rural, urban, or suburban.

Suburban

Enter the current number of sworn officers for your agency below:

601

Instructions: A law enforcement agency is established and operational if the jurisdiction has passed authorizing legislation and it has a current operating budget.

Based on the definition above, is your law enforcement agency established and currently operational?

Yes

Instructions: An agency with primary law enforcement authority is defined as the first responder to calls for service for all types of criminal incidents within its jurisdiction. Agencies are not considered to have primary law enforcement authority if they only: respond to or investigate specific type(s) of crime(s), respond to or investigate crimes within a correctional institution, serve warrants, provide courthouse security, transport prisoners, have cases referred to them for investigation or investigational support or only some combination of these.

Based on the definition above, does your agency have primary law enforcement authority? [Or, if contracting to receive services, does the agency that will be providing law enforcement services have primary law enforcement authority for the population to be served?

Yes

FY22 CPA Solicitation Ques

Research and Development

Instructions: For the purposes of this solicitation, R&D as defined by 2 C.F.R. §200.87 means all research activities, both basic and applied, and all development activities that are performed by nonfederal entities. The term "research" also includes activities involving the training of individuals in research techniques where such activities use the same facilities as other research and development activities and where such activities are not included in the instruction function. "Research" is defined as a systematic study directed toward fuller scientific knowledge or understanding of the subject studied. "Development" is the systematic use of knowledge and understanding gained from research directed toward the production of useful materials, devices, systems, or methods, including design and development of prototypes and processes. Please select "yes" if any part of your project could be considered R&D or "no" if no portion of your project would support R&D.

Could any portion of your project be considered research and development (R&D) as defined by 2 C.F.R. §200.87?

No

Youth-Centered Project

Instructions: For the purposes of this solicitation, please select "yes" if any part of your project involves interactions with minors under the age

Instructions: For the purposes of this solicitation, please select **yes** if any part of your project involves interactions with minors under the age of 18 years. NOTE: A special award condition will apply to all youth-centered awards. This condition will require recipients and subrecipients to

make determinations of suitability before certain covered individuals interact with participating minors under the age of 18 years old in the

Could any activities under your project involve interactions with minors under the age of 18 years?

No

Training

Instructions: The COPS Office defines training as the teaching and learning activities carried out for the primary purpose of helping members of an organization other than your own acquire and apply the knowledge, skills, abilities, and attitudes needed by a particular job or organization. Training is driven by specific goals and objectives; it is not a single event but rather an ongoing process that requires continuous self-reflection and evaluation. Guides, webinars, articles, conference presentations, toolkits, podcasts, videos, blogs, and news feeds (to provide a few examples) can serve as support material in trainings or as standalone materials to increase knowledge, but on their own they are not defined as training by the COPS Office. Please select "yes" if any part of your project fits within the definition of training or "no" if no portion of your project fits within the definition of training.

Could any portion of your project be considered training?

No

Law Enforcement/Organization Executive

Please provide the name and contact information for the highest ranking Law Enforcement Executive or Program Official for your agency or organization, please see instructions below: Instructions for Law Enforcement Agencies: For law enforcement agencies, this is the highest ranking law enforcement official for your agency (Chief of Police, Sheriff, or equivalent). The top law enforcement executive must be assigned the role: "Authorized Representative 1" in JustGrants. Instructions for Non-Law Enforcement Agencies: For non-law enforcement agencies (institutions of higher education, school districts, private organizations, etc.), this is the highest ranking program official in the applicant's organization (e.g., executive director, chief executive officer, or equivalent). The highest ranking program official must be assigned the role of Authorized Representative 1. If the application is awarded, this position will ultimately be responsible for the programmatic management of the award. Please note that information for non-executive positions (e.g., clerks, trustees) is not acceptable.

Title:

Sheriff

First Name:

Eric

Last Name:

Fagan

Phone:

2813414665

Email Address:

eric.fagan@fortbendcountytx.gov

Please provide the name and contact information for the highest ranking Government Executive or Financial Official for your agency or organization, Please see instructions below: Instructions for Law Enforcement Agencies: For law enforcement agencies, this is the highest ranking government official within your jurisdiction (e.g., Superintendent, Mayor, City Administrator, or equivalent). The highest government official must be assigned the role: "Authorized Representative 2" in JustGrants. Instructions for Non-Law Enforcement Agencies: For non-law enforcement agencies, this is the financial official who has the authority to apply for this award on behalf of the applicant agency (e.g., Chief Financial Officer, Treasurer, or equivalent) and must be assigned the role: "Authorized Representative 2" in JustGrants. If the application is awarded, this position must have the ultimate signatory authority to sign contracts on behalf of your organization, and will ultimately be responsible for the financial management of the award. Please note that information for non-executive positions (e.g., clerks, trustees) is not acceptable.

Title:

The Honorable

First Name:

KP

Last Name:

George

Phone:

2813410608

Email Address:

county.judge@fortbendcountytexas.gov

Instructions for Application Contact: Enter the application point of contact name and contact information.

Title:

Grant Coordinator

First Name:

Kelly

Last Name:

Fortune

Phone:

2813418572

Email Address:

kelly.fortune@fortbendcountytexas.gov

Please select your U.S. Attorney's District Office from the below drop down options

Texas, Southern

Law Enforcement and Community Policing Strategy

Instructions: The following is the COPS Office definition of community policing that emphasizes the primary components of community partnerships, organizational transformation, and problem solving: Community policing is a philosophy that promotes organizational strategies that support the systematic use of partnerships and problem solving techniques to proactively address the immediate conditions that give rise to public safety issues such as crime, social disorder, and fear of crime. Please refer to the COPS Office website (<https://cops.usdoj.gov/RIC/ric.php?page=detail&id=COPS-P157>) for further information regarding this definition and its sub-elements. Please answer the following questions regarding your community support and impact on the jurisdiction.

To what extent is there community support in your jurisdiction for implementing the proposed award activities?

High level of support

If awarded, to what extent will the award activities impact the other components of the criminal justice system in your jurisdiction?

Potentially increased impact

Explanation of Need for Financial Assistance

All applicants are required to explain their inability to address the need for this award without federal assistance. Please do so in the space below.

The proposal includes brand development/research & strategy, video/photography, designing of website with two years hosting on secure, optimized servers and two years technical support to facilitate content changes; and a 12 month online recruiting campaign to promote the department. these services will be provided by Epic recruiting and will fulfill the need for recruiting and of deputies, telecommunication officers and detention officers for Fort Bend County Sheriff's Office (FBCSO). FBCSO's current budget does not allow for this type of division due to

and detention officers for Fort Bend County Sheriff's Office (FBCSO). FBCSO's current budget does not allow for this type of division due to new positions, new vehicles, and other capital equipment being kept to a minimum in FY2021 for Fort Bend County. When the FY2022 budget process began, our community was one year into the global pandemic. It was clear from the reduced revenues in 2020 and 2021 that Fort Bend County needed to keep the budget flat. We knew this would be challenging since the FY2021 budget was also adopted with a minimal increase. A priority of the Commissioners Court was to reduce the tax rate to lessen the burden on taxpayers during our nation's economic downturn. Another priority of the Court was to give a cost of living increase to employees since we had not given an increase in FY2021. Also affecting the FY2022 budget was an increase in debt service and the revenue cap instilled upon Texas counties in Senate Bill 2.

Continuation of Support After Federal Funding Ends

Instructions: The questions in this section will be used for programs without a retention requirement to report any plans to continue the program or activity after the conclusion of federal funding.

Does your agency or organization plan to obtain necessary support and continue the program, project, or activity following the conclusion of federal support?

Yes

Please identify the source(s) of funding that your agency plans to utilize to continue the program, project, or activity following the conclusion of federal support: General funds

Yes

Issue bonds or raise taxes

No

Private sources and donations

No

Non-federal asset forfeiture funds (subject to approval from the state or local oversight agency)

No

State, local, or other non-federal grant funding

No

Fundraising efforts

No

Other

No

If "other" is selected in the above question, please provide a brief description of the source(s) of funding.

▼ FY22 CPA Information

Type of Agency Organization

Type of Agency (select one)

Law Enforcement

From the list below, please select the type of agency which best describes the applicant.

Sheriff

From the list below, please select the type of agency which best describes the applicant.

Duplication of Funding

Instructions: Applicants are required to disclose whether they have pending applications for federally funded assistance or active federal awards that support the same or similar activities or services for which funding is being requested under this application. Be advised that as a general rule, COPS Office funding may not be used for the same item or service funded through another funding source. However, leveraging multiple funding sources in a complementary manner to implement comprehensive programs or projects is encouraged and is not seen as inappropriate. To aid the COPS Office in the prevention of awarding potentially duplicative funding, please indicate whether your agency has a pending application or an active award with any other federal funding source (e.g., direct federal funding or indirect federal funding through state sub-awarded federal funds) which supports the same or similar activities or services as being proposed in this COPS Office application.

Do you have any current, active non-COPS Office award with any other federal funding source (e.g., direct federal funding or indirect federal funding through state subawarded federal funds) that supports the same or similar activities or services as being proposed in this COPS Office application?

No

If Yes, for each potentially duplicative non-COPS Office award, provide the following detailed information: name of federal awarding agency, or state agency for subawarded federal funding; award number; program name; award start and end dates; award amount; and description of how this project differs from the application for COPS office funding.

Do you have any pending non-COPS Office grant applications with any other federal funding source (e.g., direct federal funding or indirect federal funding through state subawarded federal funds) that support the same or similar activities or services as being proposed in this COPS Office application?

No

If Yes, for each potentially duplicative non-COPS Office grant application, provide the following detailed information: application number (if known); program name; project length; total requested amount; items requested; and describe how this project differs from the application for COPS Office funding.

Certification of Review of 28 CFR Part 23/Criminal Intelligence

REVIEWS AND CERTIFICATIONS Certifications of Review of 28 C.F.R Part 23/Criminal Intelligence Systems: If your agency is receiving COPS Office funding for equipment or technology that will be used to operate an interjurisdictional criminal intelligence system that receives, stores, analyzes, exchanges, or disseminates data regarding ongoing criminal activities, you must agree to comply with the operating principles at 28 C.F.R Part 23. If you are simply using COPS Office funds to operate a single agency database (or other unrelated forms of technology) and will not share criminal intelligence data with other jurisdictions, 28 C.F.R. Part 23 does not apply to this award.

Please check one of the following, as applicable to your agency's intended use of this award.

No, my agency will not use these COPS Office funds (If awarded) to operate an interjurisdictional criminal intelligence system.

Acknowledgement of Electronic Signatures

By checking the box below, the applicant indicates that he or she understands that the use of typed names in this application and the required forms, including the Assurances, Certifications, and Disclosure of Lobbying Activities form, constitute electronic signatures and that the electronic signatures are the legal equivalent of handwritten signatures. I understand.

true

✓ **CPD_MG_App Quest**

Problem Identification and Project Description

Instructions: From the list below, please select the primary target audience that your agency is seeking to engage with this funding and then please describe the specific audience in the text box. For the purposes of the community option, the COPS Office includes community groups,

Strategic Online Recruiting Campaign
 Monthly Goals & Tracking
 Social Media Recruiting Posts & Engagement
 Monthly Social Media Calendars
 Advertisements on Google, YouTube, Facebook,
 & Instagram
 Targeted Audiences Directed to Recruiting Website
 SEO Implementation & Management
 Constant Adjustments Based on Analytical Data
 Monthly Performance Reports

Project Reach and Impact

Identify any current governmental and community initiatives that complement or will be coordinated with the proposal. (max 250 words)

Currently Deputy Frank Davis serves as the FBCSO recruiter. Deputy Davis has been serving with the FBCSO since 1997 and was assigned to the recruiting division from 2008 to 2010. Deputy Davis has once again joined the recruiting division in October 2021 where he has held 13 hiring events currently. Deputy Davis has attended 46 establishments including job fairs, police academies, high school senior law enforcement classes, recruiting at local businesses and local colleges since his assignment on October of 2022.

Describe the potential impact of the project to the law enforcement field as a whole. (max 250 words)

This project will increase the visibility of and reputation of the FBCSO to the public building trust and legitimacy with the community. Allowing our agency to continue to recruit a diverse range of applicants to maintain the counties diversity.

What specific outcomes does your agency expect to accomplish with this funding and how will the project team track or measure them? (e.g. What data will you gather in order to assist with evaluating the effectiveness of the program? Why did you choose that data?) (max 250 words)

Strategic Online Recruiting Campaign
 Monthly Goals & Tracking
 Social Media Recruiting Posts & Engagement
 Monthly Social Media Calendars
 Advertisements on Google, YouTube, Facebook,
 & Instagram
 Targeted Audiences Directed to Recruiting Website
 SEO Implementation & Management
 Constant Adjustments Based on Analytical Data
 Monthly Performance Reports

Please describe how these efforts will be sustained once the award ends (max 250 words)

This project will not require additional funding as FBCSO will own the rights to all services created by Epic Recruiting.

Management and Implementation

Describe the overall management and implementation plan for the project including identification of any key community or other stakeholder partnerships (community groups, private and/or public agencies) that will play a role in the implementation of this project. Note: A timeline of project deliverables, activities, and milestones will need to be uploaded in the "Additional Application Components" section. (max 250 words)

The Public Information Office is managed by Director Jacqueline Preston. The PIO authors and disseminates crime bulletins and news releases to the public. The PIO manages social media and orchestrates public interest videos on topics related to public safety. The PIO assists with production of records upon public request. Finally, the PIO holds news conferences and communicates with reporters at crime scenes and during community affairs and events.

Currently Deputy Frank Davis serves as the FBCSO recruiter. Deputy Davis has been serving with the FBCSO since 1997 and was assigned to the recruiting division from 2008 to 2010. Deputy Davis has once again joined the recruiting division in October 2021

The Human Resources Division is managed by Ms. Patricia Arbuckle and assumes responsibility for management of the human resources function for the Sheriff's Office. This includes employee position reviews, announcements of job vacancies, vetting of candidates for employment, and processing of applications. HR also manages personnel information and risk management reports, FMLA, transitional and light duty assignments, and transfers

Please identify key project staff and their experience as well as the agency capacity to carry out the project (max 250 words).

Fort Bend County consists of over 75 departments which employ over 2,800 employees; 892 of these employees work for the FBC Sheriff's Office. The organization is led by Sheriff Eric Fagan who was elected Fort Bend County Sheriff in 2021.

The Sheriff's Office consists of three bureaus, ten divisions, and a training academy. The Administration Bureau is under the command of Assistant Chief Deputy Manuel Zamora and includes the Public Information Office, Support Services Division, Emergency Communications, Human Resources, the Gus George Law Enforcement Academy, the Regulatory Affairs Division, and the grant section

The Human Resources Division is managed by Ms. Patricia Arbuckle and assumes responsibility for management of the human resources function for the Sheriff's Office. This includes employee position reviews, announcements of job vacancies, vetting of candidates for employment, and processing of applications. HR also manages personnel information and risk management reports, FMLA, transitional and

employment, and processing of applications. HR also manages personnel information and risk management reports, FMLA, transitional and light duty assignments, and transfers.

Proposal Narrative

Budget and Associated Documentation

Budget Summary

Budget Category	Total Cost	
Sworn Officer Positions	\$0.00	
Civilian or Non-Sworn Personnel	\$0.00	
Travel	\$0.00	
Equipment	\$0.00	
Supplies	\$0.00	
SubAwards	\$0.00	
Procurement Contracts	\$0.00	
Other Costs	\$165,000.00	
Indirect Costs	\$0.00	
Total Project Costs	\$165,000.00	
Federal Funds:	\$165,000.00	100.00%
Match Amount:	\$0.00	0.00%
Program Income:	\$0.00	0.00%

Budget / Financial Attachments

Non-competitive Justification

No documents have been uploaded for Non-Competitive Justification

Indirect Cost Rate Agreement

No documents have been uploaded for Indirect Cost Rate Agreement

Consultant Rate Justification

No documents have been uploaded for Consultant Rate Justification

Additional Attachments

No documents have been uploaded for Additional Attachments

Budget and Associated Documentation

DOES THIS BUDGET CONTAIN CONFERENCE COSTS WHICH IS DEFINED BROADLY TO INCLUDE MEETINGS, RETREATS, SEMINARS, SYMPOSIA, AND TRAINING ACTIVITIES? _____

Base Salary and Fringe Benefits for Sworn Officer

Sworn Officer

Position

Position Title

Sworn Officer

Position Description

Salary per Officer

Salary

Year 1

Year 2

Year 3

Fringe Benefits per Officer

Year 1

Year 2

Year 3

Social Security

6.2%

6.20%

Medicare

1.45%

1.45%

Health Insurance

Exempt

Life Insurance

Exempt

Vacation

Included in Salary? Hours

Sick Leave

Included in Salary? Hours

Retirement

Exempt

Workers Compensation

Exempt

Unemployment Insurance

Exempt	_____	_____	_____
	_____	_____	_____

Other Benefit

_____	_____	_____	_____
	_____	_____	_____

Other Benefit

_____	_____	_____	_____
	_____	_____	_____

Other Benefit

_____	_____	_____	_____
	_____	_____	_____

Summary Totals

	Year 1	Year 2	Year 3
Benefits per Officer	\$0.00	\$0.00	\$0.00
Salary per Officer	_____	_____	
Total per Officer	\$0.00	\$0.00	\$0.00

Number of Positions

1

Total Salary and Benefits
\$0.00

Total Salary and Benefits

Personnel

Instructions

List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. In the narrative section, please provide a specific description of the responsibilities and duties for each position, and explain how the responsibilities and duties support the project goals and objectives outlined in your application.

Year 1

Year 1

Personnel Detail

Name	Position	Salary	Rate	Time Worked	Percentage of Time (%)	Total Cost
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No items

Personnel Total Cost

\$0.00

Additional Narrative

Fringe Benefits

Instructions

Fringe benefits should be based on the actual known costs or an approved negotiated rate by a Federal Agency. If not based on an approved negotiated rate, list the composition of the fringe benefit package. Fringe benefits are for the personnel listed in Personnel budget category listed and only for the percentage of time devoted to the project. In the narrative section, please provide a specific description for each item

Year 1

Fringe Benefit Detail

Name	Base	Rate (%)	Total Cost
No items			

Fringe Benefits Total Cost

\$0.00

Additional Narrative

Travel

Instructions

Itemize travel expenses of staff personnel (e.g. staff to training, field interviews, advisory group meeting, etc.). Describe the purpose of each travel expenditure in reference to the project objectives. Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate whether applicant's formal written travel policy or the Federal Travel Regulations are followed. Note: Travel expenses for consultants should be included in the "Consultant Travel" data fields under the "Subawards (Subgrants)/Procurement Contracts" category. For each Purpose Area applied for, the budget should include the estimated cost for travel and accommodations for two staff to attend two three-day long meetings, with one in Washington D.C. and one in their region, with the exception of Purpose Area 1, which should budget for one meeting in Washington D.C, and Purpose Areas 6 and 7, which should budget for 3 meetings within a 3 year period, with 2 in Washington D.C, and 1 within their region. All requested information must be included in the budget detail worksheet and budget narrative.

Year 1

Travel Detail

Purpose of Travel	Location	Type of Expense	Basis	Cost	Quantity	# Of Staff	# Of Trips	Total Cost	Non-Federal Contribution	Federal Request
No items										

Travel Total Cost

\$0.00

Equipment

Instructions

List non-expendable items that are to be purchased (Note: Organization’s own capitalization policy for classification of equipment should be used). Expendable items should be included in the “Supplies” category Applications should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technological advances. Rented or leased equipment costs should be listed in the “Contracts” data fields under the “Sub awards” (Sub grants)/Procurement Contracts” category. In the budget narrative, explain how the equipment is necessary for the success In the budget narrative, explain how the equipment is necessary for the success of the project, and describe the procurement method to be used. All requested information must be included in the budget detail worksheet and budget narrative.

Year 1

Equipment Detail

Equipment Item	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
----------------	------------	------	------------	--------------------------	-----------------

No items

Equipment Total Cost
\$0.00

Supply Items

Instructions

List items by type (office supplies, postage, training materials, copy paper, and expendable equipment items costing less than \$5,000, such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project. All requested information must be included in the budget detail worksheet and budget narrative.

Year 1

Supply Item Detail

Purpose of Supply Items	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
-------------------------	------------	-----------	------------	--------------------------	-----------------

No items

Supplies Total Cost
\$0.00

Construction

Instructions

As a rule, construction costs are not allowable. In some cases, minor repairs or renovations may be allowable. Consult with the DOJ grant-making component before budgeting funds in this category. In the narrative section, please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application.

Year 1

Construction Detail

Purpose of Construction	Description of Work	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
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No items

Construction Total Cost

\$0.00

Subawards

Instructions

Subawards (see "Subaward" definition at 2 CFR 200.92) : Provide a description of the Federal Award activities proposed to be carried out by any subrecipient and an estimate of the cost (include the cost per subrecipient, to the extent known prior to the application submission). For each subrecipient, enter the subrecipient entity name, if known. Please indicate any subaward information included under budget category Subawards (Subgrants) Contracts by including the label "(subaward)" with each subaward category.

Year 1

Subaward (Subgrant) Detail

Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
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No items

Subawards Total Cost

\$0.00

Add Consultant Travel

Procurement contracts (see “Contract” definition at 2 CFR 200.22): Provide a description of the product or service to be procured by contract and an estimate of the cost. Indicate whether the applicant’s formal, written Procurement Policy or the Federal Acquisition Regulation is followed. Applicants are encouraged to promote free and open competition in awarding procurement contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold set in accordance with 41 U.S.C. 1908 (currently set at \$250,000) for prior approval. Please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application. Consultant Fees: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Unless otherwise approved by the COPS Office, approved consultant rates will be based on the salary a consultant receives from his or her primary employer. Consultant fees in excess of \$650 per day require additional written justification, and must be pre-approved in writing by the COPS Office if the consultant is hired via a noncompetitive bidding process. Please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application. Please visit <https://cops.usdoj.gov/grants> for a list of allowable and unallowable costs for this program.

Instructions

Procurement contracts (see "Contract" definition at 2 CFR 200.1): Provide a description of the product or service to be procured by contract and an estimate of the cost. Indicate whether the applicant's formal, written Procurement Policy or the Federal Acquisition Regulation is followed. Applicants are encouraged to promote free and open competition in awarding procurement contracts. A separate justification must be provided for noncompetitive procurements in excess of the Simplified Acquisition Threshold set in accordance with 41 U.S.C. 1908 (currently set at \$250,000).

Consultant Fees: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Written prior approval and additional justification is required for consultant fees in excess of the DOJ grant-making component's threshold for an 8-hour day.

In the narrative section, please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application.

Year 1

▼ Procurement Contract Detail

Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
No items								

Do you need Consultant Travel?

Procurement Cost
\$0.00

Other Direct Costs

Instructions

List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, or provide a monthly rental cost and how many months to rent. All requested information must be included in the budget detail worksheet and budget narrative.

Year 1

Other Cost Detail

Description	Quantity	Basis	Costs	Length of Time	Total Costs	Non-Federal Contribution	Federal Request
Building the Brand Video/Photography	1.00		\$75,000.00	1.00	\$75,000.00		\$75,000.00
Design the Platform Recruitment Website	1.00		\$40,000.00	1.00	\$40,000.00		\$40,000.00
Promote the Department 12 month campaign	1.00		\$50,000.00	1.00	\$50,000.00		\$50,000.00

Other Costs Total Cost
\$165,000.00

Additional Narrative
Phase 1 Build the Brand
Brand development/reserach and strategy

video/ photography

Phase 2 Design the Platform
Recruitment website

Phase 3 Promote the Department
12 month online recruiting campaign

Indirect Costs

Instructions

Indirect costs are allowed only if: a) the applicant has a current, federally approved indirect cost rate; or b) the applicant is eligible to use and elects to use the “de minimis” indirect cost rate described in 2 C.F.R. 200.414(f). (See paragraph D.1.b. in Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals for a description of entities that may not elect to use the “de minimis” rate.) An applicant with a current, federally approved indirect cost rate must attach a copy of the rate approval, (a fully-executed, negotiated agreement). If the applicant does not have an approved rate, one can be requested by contacting the applicant’s cognizant Federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant’s accounting system permits, costs may be allocated in the direct costs categories. (Applicant Indian tribal governments, in particular, should review Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals regarding submission and documentation of indirect cost proposals.) All requested information must be included in the budget detail worksheet and budget narrative. In order to use the “de minimis” indirect rate an applicant would need to attach written documentation to the application that advises DOJ of both the applicant’s eligibility (to use the “de minimis” rate) and its election. If the applicant elects the de minimis method, costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. In addition, if this method is chosen then it must be used consistently for all federal awards until such time as the applicant entity chooses to negotiate a federally approved indirect cost rate.

Year 1

Indirect Cost Detail					
Description	Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request
No items					
Indirect Costs Total Cost					
\$0.00					
Additional Narrative					

Memoranda of Understanding (MOUs) and Other Supportive Documents

Memoranda of Understanding (MOUs) and Other Supportive Documents

Upload

The recommended files to upload are PDF, Microsoft Word and Excel.

Additional Application Components

Curriculum Vitae or Resumes

No documents have been uploaded for Curriculum Vitae or Resumes

Letters of Support



No documents have been uploaded for Letters of Support

Additional Attachments

No documents have been uploaded for Additional Attachments

Disclosures and Assurances

Disclosure of Lobbying Activities

	Name Form SFLLL_2_0-V2.0.pdf	Category LobbyingActivitiesDisclosure	Created by —	Application Number —	Date Added 05/12/2022	
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OMB APPROVAL NUMBER 1121-0140

EXPIRES 05/31/2019

U.S. DEPARTMENT OF JUSTICE

CERTIFIED STANDARD ASSURANCES

On behalf of the Applicant, and in support of this application for a grant or cooperative agreement, I certify under penalty of perjury to the U.S. Department of Justice ("Department"), that all of the following are true and correct:

- (1) I have the authority to make the following representations on behalf of myself and the Applicant. I understand that these representations will be relied upon as material in any Department decision to make an award to the Applicant based on its application.
- (2) I certify that the Applicant has the legal authority to apply for the federal assistance sought by the application, and that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project costs) to plan, manage, and complete the project described in the application properly.
- (3) I assure that, throughout the period of performance for the award (if any) made by the Department based on the application--

a. the Applicant will comply with all award requirements and all federal statutes and regulations applicable to the award;

b. the Applicant will require all subrecipients to comply with all applicable award requirements and all applicable federal statutes and regulations; and

c. the Applicant will maintain safeguards to address and prevent any organizational conflict of interest, and also to prohibit employees from using their positions in any manner that poses, or appears to pose, a personal or financial conflict of interest.
- (4) The Applicant understands that the federal statutes and regulations applicable to the award (if any) made by the Department based on the application specifically include statutes and regulations pertaining to civil rights and nondiscrimination, and, in addition--

a. the Applicant understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);

b. the Applicant understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34
- https://justgrants.usdoj.gov/prweb/PRAuth/app/JGITS_/3yZ6Bxxi_lpDExTOT4XnAjzjAXmVNevW*/!TABTHREAD1?pyActivity=PrintWork&Prompt=fa... 19/24

U.S.C. § 20110(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and that

the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13)), which will apply to all awards made by the Office on Violence Against Women, also may apply to an award made otherwise;

- c. the Applicant understands that it must require any subrecipient to comply with all such applicable statutes (and associated regulations); and
- d. on behalf of the Applicant, I make the specific assurances set out in 28 C.F.R. §§ 42.105 and 42.204.

(5) The Applicant also understands that (in addition to any applicable program-specific regulations and to applicable federal regulations that pertain to civil rights and nondiscrimination) the federal regulations applicable to the award (if any) made by the Department based on the application may include, but are not limited to, 2 C.F.R. Part 2800 (the DOJ "Part 200 Uniform Requirements") and 28 C.F.R. Parts 22 (confidentiality - research and statistical information), 23 (criminal intelligence systems), 38 (regarding faith-based or religious organizations participating in federal financial assistance programs), and 46 (human subjects protection).

(6) I assure that the Applicant will assist the Department as necessary (and will require subrecipients and contractors to assist as necessary) with the Department's compliance with section 106 of the National Historic Preservation Act of 1966 (54 U.S.C. § 306108), the Archeological and Historical Preservation Act of 1974 (54 U.S.C. §§ 312501-312508), and the National Environmental Policy Act of 1969 (42 U.S.C. §§ 4321-4335), and 28 C.F.R. Parts 61 (NEPA) and 63 (floodplains and wetlands).

(7) I assure that the Applicant will give the Department and the Government Accountability Office, through any authorized representative, access to, and opportunity to examine, all paper or electronic records related to the award (if any) made by the Department based on the application.

(8) If this application is for an award from the National Institute of Justice or the Bureau of Justice Statistics pursuant to which award funds may be made available (whether by the award directly or by any subaward at any tier) to an institution of higher education (as defined at 34 U.S.C. § 10251(a)(17)), I assure that, if any award funds actually are made available to such an institution, the Applicant will require that, throughout the period of performance--

- a. each such institution comply with any requirements that are imposed on it by the First Amendment to the Constitution of the United States; and
- b. subject to par. a, each such institution comply with its own representations, if any, concerning academic freedom, freedom of inquiry and debate, research independence, and research integrity, at the institution, that are included in promotional materials, in official statements, in formal policies, in applications for grants (including this award application), for accreditation, or for licensing, or in submissions relating to such grants, accreditation, or licensing, or that otherwise are made or disseminated to students, to faculty, or to the general public.

(9) I assure that, if the Applicant is a governmental entity, with respect to the award (if any) made by the Department based on the application--

- a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
- b. it will comply with requirements of 5 U.S.C. §§ 1501-1508 and 7324-7328, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

(10) If the Applicant applies for and receives an award from the Office of Community Oriented Policing Services (COPS Office), I assure that as required by 34 U.S.C. § 10382(c)(11), it will, to the extent practicable and consistent with applicable law--including, but not limited to, the Indian Self-Determination and Education Assistance Act--seek, recruit, and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement by increasing their ranks within the sworn positions, as provided under 34 U.S.C. § 10382(c)(11).

(11) If the Applicant applies for and receives a DOJ award under the STOP School Violence Act program, I assure as required by 34 U.S.C. § 10552(a)(3), that it will maintain and report such data, records, and information (programmatic and financial) as DOJ may reasonably require.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Not Signed

SignerID

Signing Date / Time

U.S. DEPARTMENT OF JUSTICE**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; DRUG-FREE WORKPLACE REQUIREMENTS; LAW ENFORCEMENT AND COMMUNITY POLICING**

Applicants should refer to the regulations and other requirements cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations or other cited requirements before completing this form. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the U.S. Department of Justice ("Department") determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by 31 U.S.C. § 1352, as implemented by 28 C.F.R. Part 69, the Applicant certifies and assures (to the extent applicable) the following:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If the Applicant's request for Federal funds is in excess of \$100,000, and any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the Applicant shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities" in accordance with its (and any DOJ awarding agency's) instructions; and

(c) The Applicant shall require that the language of this certification be included in the award documents for all subgrants and procurement contracts (and their subcontracts) funded with Federal award funds and shall ensure that any certifications or lobbying disclosures required of recipients of such subgrants and procurement contracts (or their subcontractors) are made and filed in accordance with 31 U.S.C. § 1352.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

A. Pursuant to Department regulations on nonprocurement debarment and suspension implemented at 2 C.F.R. Part 2867, and to other related requirements, the Applicant certifies, with respect to prospective participants in a primary tier "covered transaction," as defined at 2 C.F.R. § 2867.20(a), that neither it nor any of its principals--

(a) is presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) has within a three-year period preceding this application been convicted of a felony criminal violation under any Federal law, or been convicted or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, tribal, or local) transaction or private agreement or transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects its (or its principals') present responsibility;

(c) is presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, tribal, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and/or

(d) has within a three-year period preceding this application had one or more public transactions (Federal, State, tribal, or local) terminated for cause or default.

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application. Where the Applicant or any of its principals was convicted, within a three-year period preceding this application, of a felony criminal violation under any Federal law, the Applicant also must disclose such felony criminal conviction in writing to the Department (for OJP Applicants, to OJP at Ojpcompliancereporting@usdoj.gov; for OVW Applicants, to OVW at OVW.GFMD@usdoj.gov; or for COPS Applicants, to COPS at AskCOPSRC@usdoj.gov), unless such disclosure has already been made.

3. FEDERAL TAXES

A. If the Applicant is a corporation, it certifies either that (1) the corporation has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to

the Department (for OJP Applicants, to OJP at Ojpcompliance@usdoj.gov; for OVW Applicants, to OVW at OVW.GFMD@usdoj.gov; or for COPS Applicants, to COPS at AskCOPSRC@usdoj.gov).

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application.

4. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, as implemented at 28 C.F.R. Part 83, Subpart F, for grantees, as defined at 28 C.F.R. §§ 83.620 and 83.650:

A. The Applicant certifies and assures that it will, or will continue to, provide a drug-free workplace by--

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about--

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the award be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the award, the employee will--

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of the employee's conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the Department, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title of any such convicted employee to the Department, as follows:

For COPS award recipients - COPS Office, 145 N Street, NE, Washington, DC, 20530;

For OJP and OVW award recipients - U.S. Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531.

Notice shall include the identification number(s) of each affected award;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

5. LAW ENFORCEMENT AGENCY CERTIFICATION REQUIRED UNDER DEPARTMENT OF JUSTICE DISCRETIONARY GRANT PROGRAMS ("SAFE POLICING CERTIFICATION")

If this application is for a discretionary award pursuant to which award funds may be made available (whether by the award directly or by any subaward at any tier) to a State, local, college, or university law enforcement agency, the Applicant certifies that any such law enforcement agency to which funds will be made available has been certified by an approved independent credentialing body or has started the certification process. To become certified, a law enforcement agency must meet two mandatory conditions:

(a) the agency's use of force policies adhere to all applicable federal, State, and local laws; and

(b) the agency's use of force policies prohibit chokeholds except in situations where use of deadly force is allowed by law.

For detailed information on this certification requirement, see <https://cops.usdoj.gov/SafePolicingEO>.

The Applicant acknowledges that compliance with this safe policing certification requirement does not ensure compliance with federal, state, or local law, and that such certification shall not constitute a defense in any federal lawsuit. Nothing in the safe policing certification process or safe policing requirement is intended to be (or may be) used by third parties to create liability by or against the United States or any of its officials, officers, agents or employees under any federal law. Neither the safe policing certification process nor the safe policing certification requirement is intended to (or does) confer any right on any third-person or entity seeking relief against the United States or any officer or employee thereof. No person or entity is intended to be (or is) a third-party beneficiary of the safe policing certification process, or, with respect to the safe policing certification requirement, such a beneficiary for purposes of any civil, criminal, or administrative action.

6. COORDINATION REQUIRED UNDER PUBLIC SAFETY AND COMMUNITY POLICING PROGRAMS

As required by the Public Safety Partnership and Community Policing Act of 1994, at 34 U.S.C. § 10382(c)(5), if this application is for a COPS award, the

Applicant certifies that there has been appropriate coordination with all agencies that may be affected by its award. Affected agencies may include, among others, Offices of the United States Attorneys; State, local, or tribal prosecutors; or correctional agencies.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Not Certified

SignerID

Signing Date / Time

Other Disclosures and Assurances

No documents have been uploaded for Other Disclosures and Assurances

Declaration and Certification to the U.S. Department of Justice as to this Application Submission

By [taking this action], I --

1. Declare the following to the U.S. Department of Justice (DOJ), under penalty of perjury: (1) I have authority to make this declaration and certification on behalf of the applicant; (2) I have conducted or there was conducted (including by the applicant's legal counsel as appropriate, and made available to me) a diligent review of all requirements pertinent to and all matters encompassed by this declaration and certification.
2. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this application submission: (1) I have reviewed this application and all supporting materials submitted in connection therewith (including anything submitted in support of this application by any person on behalf of the applicant before or at the time of the application submission and any materials that accompany this declaration and certification); (2) The information in this application and in all supporting materials is accurate, true, and complete information as of the date of this request; and (3) I have the authority to submit this application on behalf of the applicant.
3. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

Not Signed

SignerID

Signing Date / Time

Other

No documents have been uploaded for Other

Not Certified