

Brian Sandoval
Governor



James M. Wright
Director

Charise Whitt
Administrator

Office of Criminal Justice Assistance

1535 Old Hot Springs Road, # 10
Carson City, Nevada 89706-0676
Telephone (775) 687-3700 • Fax (775) 687-4171
www.ocj.nv.gov

RECEIVED

OCT 10 2016

POLICE DEPARTMENT
SPARKS, NEVADA

October 6, 2016

Sgt. Aaron Leary
Sparks Police Department
1701 E Prater Way
Sparks, NV 89434

Dear Sgt. Leary:

Congratulations! The Office of Criminal Justice Assistance (OCJA) is pleased to inform you that your application for Justice Assistance Grant (JAG) funding for the **“Support for Adam Walsh Act Implementation”** project has been approved in the federal amount of **\$38,305.00**. This grant does not require a cash match. The assigned grant number for your project is **16-JAG-25**. Please refer to the grant number on all documents pertaining to this project including e-mail transmissions.

Enclosed are documents for your signature and submission to OCJA. Upon receipt of required forms, OCJA will sign grant award and return to you with a “letter to proceed”. Projects will begin October 1, 2016. Expenses prior to that date will not be reimbursed. Enclosed please find:

- Two copies of the grant award - please sign and date both copies in blue ink
- A statement of sub-grant audit arrangements
- Program Assurances
- Financial Assurances
- Special Conditions

Please note the FY16 JAG awards require a new Special Condition this year which requires certification that the sub-awarded agency is NOT a sanctuary jurisdiction. Information regarding this certification will be available on the Special Condition form. JAG funds are not allowed to be allocated to sanctuary jurisdictions.

Your revised budget amount has been approved for the project. However the revised budget, as submitted, does not include the Summary of Justification for each budgeted area. Please complete these explanations and submit with the attached paperwork.

Should you require any changes, please complete a change request form with justification and submit to our office.

Attached is a listing of the required reports and forms due dates. These forms, as well as the Project Director's Manual, are available on our web site <http://www.ocj.nv.gov/ocj/Forms.htm>. As your program manager, I will be happy to discuss the implementation of the project, the submission of financial claims or reporting requirements in person or by telephone.

If you have any questions regarding this award, any of the enclosures or future issues, please contact me at (775) 687-1503, or e-mail me at mefricano@dps.state.nv.us. I look forward to working with you during the upcoming grant year.

Sincerely,



Martha Fricano

Grants and Projects Analyst

Enclosures

CJ/forms/grant award forms/Award letter 2016.doc

STATE OF NEVADA
DEPARTMENT OF PUBLIC SAFETY

OFFICE OF CRIMINAL JUSTICE ASSISTANCE

JUSTICE ASSISTANCE GRANT (JAG)

CFDA# 16.738

Grant Award

| | | | |
|----------------------|---|-----------------------------|-------------|
| SUBRECIPIENT: | Sparks Police Department | PROJECT NUMBER: | 16-JAG-24 |
| ADDRESS: | 1701 E Prater Way | | |
| | Sparks, NV 89434 | FEDERAL GRANT FUNDS: | \$38,305.00 |
| TITLE: | Support for Adam Walsh Act Implementation Grant | MATCHING FUNDS: | \$0 |
| DUNS # | 30950187 | | |
| GRANT PERIOD | October 1, 2016 – September 30, 2017 | TOTAL: | \$38,305.00 |

APPROVED BUDGET FOR PROJECT

| CATEGORY | TOTAL PROJECT COSTS |
|---------------------------------|---------------------|
| Personnel | \$30,090.00 |
| Consultant/Contractual Services | \$0 |
| Travel/Training | \$4,230.00 |
| Supplies/Operating | \$3,985.00 |
| Equipment | \$0 |
| Confidential Funds | \$0 |
| Total | \$38,305.00 |

This award is subject to the requirements (General and Fiscal Conditions, including General Operating Policies) established by the Office of Criminal Justice Assistance, Nevada Department of Public Safety.

SPECIAL CONDITIONS: This project is subject to such conditions or limitations as set forth on the attached page(s).

AGENCY APPROVAL

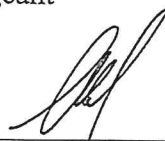
SUB-GRANTEE ACCEPTANCE

Charise Whitt
Administrator

Aaron Leary
Sergeant

X

X



10/13/16

Signature of Approving Official Date

Signature of Approving Official Date



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016
Application – Section I, Title

Section I

Application Title – 5 points



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Section IV Assurances and Certifications

Grant Applying for: (Check only one, double click on checkboxes to check):

Justice Assistance Grant (JAG) Residential Substance Abuse Treatment (RSAT)

Paul Coverdale Forensic Science Improvement (FSI)

Other (Name) _____

B. Applicant Agency

| | | |
|--|--------------------------|----|
| Name: | Sparks Police Department | |
| Mailing Address | 1701 E. Prater Way | |
| Physical Address | 1701 E. Prater Way | |
| City | Sparks | NV |
| Zip (9 digit zip required) | 89434-8979 | |
| Federal Tax ID #: | (88-6000202) | |
| DUNS Number: | (30950187) | |
| Has your agency registered with the System for Award Management (SAM) previously known as CCR data base? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | |

C. Direct Award from US Department of Justice (DOJ)

| |
|---|
| Did the applicant agency's City or County receive a direct DOJ award last year? <input type="checkbox"/> Not Applicable or <input type="checkbox"/> No (<i>continue to the next field</i>) <input checked="" type="checkbox"/> Yes, what was the amount awarded? \$ <u>100,058.31</u> |
|---|

D. Project Title

| |
|--|
| Support for Adam Walsh Act Implementation Grant |
|--|

E. Project Period (period of performance)

| | |
|--------------------|------------------|
| From: (10/01/2016) | To: (09/30/2017) |
|--------------------|------------------|



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Section IV Assurances and Certifications

F. Purpose/Program Area: (choose one by checking the corresponding box)

1. Law enforcement programs.
2. Prosecution, defense and court programs. (Not drug courts – see # 5)
3. Prevention and education programs.
4. Corrections and community corrections programs.
5. Drug treatment and drug courts programs.
6. Planning, evaluation, and technology improvement programs.
7. Crime victim and witness programs.

G Project Director

| | | |
|----------------------------|------------------------|----|
| Name: | Aaron Leary | |
| Title | Sergeant | |
| Phone | | |
| Email | aleary@cityofsparks.us | |
| Address | 1701 E. Prater Way | |
| City | Sparks | NV |
| Zip (9 digit zip required) | 89434-8979 | |

H Fiscal Officer:

| | | |
|----------------------------|--------------------------|----|
| Name: | Rick Parton | |
| Title | Grants Financial Officer | |
| Phone | 775-353-7846 | |
| Email | rparton@cityofsparks.us | |
| Address | 431 Prater Way | |
| City | Sparks | NV |
| Zip (9 digit zip required) | 89431-4598 | |



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Section IV Assurances and Certifications

I Project Point of Contact:

| | | |
|----------------------------|--|----|
| Name: | Tara Bell | |
| Title | Sergeant | |
| Phone | 775-353-2223 | |
| Email | tbell@cityofsparks.us | |
| Address | 1701 E. Prater Way | |
| City | Sparks | NV |
| Zip (9 digit zip required) | 89434-8979 | |

J. Agency's Human Resource Representative

| | | |
|----------------------------|--|----|
| Name: | Mindy Falk | |
| Title | Human Resources Manager | |
| Phone | 775-353-4024 | |
| Email | mfalk@cityofsparks.us | |
| Address | 431 Prater Way | |
| City | Sparks | NV |
| Zip (9 digit zip required) | 89431-4598 | |

K. Previous Funding Received from OCJA:

| Year (2000) | Award Number (10-JAG-01) | Federal Amount Awarded (\$) (250,000) |
|-------------|--------------------------|---------------------------------------|
| 2015 | 12-JAG-33 | \$100,058.31 |
| | | |
| | | |
| | | |



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016
Application – Section IV Assurances and Certifications

L. Proposed Project Budget Summary:

| Category | Federal Amount Requested (\$) |
|--------------------------------------|-------------------------------|
| Personnel | \$30,090.00 |
| Consultant/Contract | 0 |
| Travel | \$4,230.00 |
| Supplies/Operating | \$3985.00 |
| Equipment | 0 |
| Other | 0 |
| Total Federal Funding Requested (\$) | \$38,305.00 |

M. Certification by Authorized Official

As the authorized official for the applying agency, I certify that the proposed project described in this application meets all requirements of the legislation governing the grant as indicated by the attached Certifications found in Section IV; that all the information contained in the application is correct; that the appropriate coordination with affected agencies took place; that this agency agrees to comply with all provisions of the applicable grant program, including the reporting requirements. I understand and agree that any award received as a result of this application is subject to the conditions set forth in the Statement of Grant Award, and the current applicable OCJA Project Director's Manual.

To eliminate the possibility of supplanting, my signature also confirms the items requested within this application are not included in the agency's current budget.

Authorized Official's

Name (type/print): Brian Allen Phone: 775-353-2220

Brian Allen eMail: ballen@cityofsparks.us

Title:
Chief of Police

Signature: 

Date: 9-15-16



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Section III, Budget – Separate Excel File

Section II

Application Narrative- 70 points

20 additional points if Evidenced Based Program Applies



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Section III, Budget – Separate Excel File

Begin typing below each field header.

1. ABSTRACT (How much is the request and what is the deliverable): ½ page.

The Sparks Police Department, in collaboration with the Washoe County Sheriff's Office and the Reno Police Department, is asking for \$40,000 to successfully impact convicted sex offender tracking and compliance in Washoe County in conformance with the Adam Walsh Act (AWA) and Nevada Revised Statutes. The budget includes \$31,785.00 in personnel overtime expenses to cover two sweeps, \$5,715 conference travel and registration expenses and \$2,500 for Offender Watch Booking Alert portal.

The program expects to maintain a registration compliance rate of 90% and slightly higher with the regular use of compliance sweeps based upon the success of the 2015 compliance sweeps conducted by these agencies with the use of JAG funds the previous year. The booking alert portal will reduce a large number of man hours used to track down non-compliant sex offenders who failed to register due to incarceration. The training will provide classwork based upon best practices in the area of sex offender registration and tracking programs which will provide information on recent and relevant trends and research driven program practices our agencies can implement and successfully use.



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Section III, Budget – Separate Excel File

2. GENERAL OVERVIEW: page 1 of 2.

This proposal is submitted by the Sparks Police Department on behalf of the Regional Sex Offender Notification Unit or RSONU. The RSONU is comprised of one assigned detective each from the Sparks Police Department, the Reno Police Department and the Washoe County Sheriff's Office. The team of three detectives has one assigned support office assistant and has the oversight of one supervisor provided by the Sparks Police Department. The team works collaboratively to track sex offenders that reside, work in or frequent either the City of Reno, the City of Sparks or within Washoe County itself. The team is also responsible for all community notifications. This proposal seeks to fund 1) necessary compliance 2) purchase of the access to the OffenderWatch portal and 3) travel expenses and registration for the Dallas Crimes Against Children conference featuring an emphasis on training in the area of managing sex offender registration programs.

The Adam Walsh Child Protection and Safety Act passed federally in 2006. The Walsh Act organizes convicted sex offenders into three tiers according to the crime committed and mandates the most serious offenders update their whereabouts every three months with lifetime registration requirements while the less serious offenders (Tier 2 and Tier 1) have less stringent requirements. The State of Nevada is currently compliant with the Adam Walsh Act (AWA), also known as the Sex Offender Registration and Notification Act (SORNA), and has adopted statutes to reflect the federal statutes. These laws ensure offenders register and vulnerable populations are notified of the offenders presence in their neighborhoods and communities. Recently, AWA has changed the tiering laws. An offender will now be tiered based upon the crime as opposed to a tier level based upon the individual and his/her perceived risk.

Recent studies have indicated there is some evidence that sex offender registries reduce re-offenses against victims who are known to the offender while offenders who are convicted of a failure-to-register often reoffend. Currently, the RSONU has a compliance rate of 90%, consistent with the national average. The compliance rate went from 37 suspected non-compliant offenders to 19 after two successful RSONU offender sweeps last year funded by a JAG grant. Investigators noted that once word got out, convicted sex offenders understood the RSONU would conduct regular sweeps to maintain compliance. As a result, most offenders insured their personal information was provided to local and state authorities in anticipation a sweep should occur.

The three local law enforcement agencies that comprise the RSONU have committed personnel to the tracking and notification requirements of NRS and the AWA although our agencies, like many others, were not financially prepared to absorb the costs of tracking offenders. It is imperative that communities that consist of children and other vulnerable populations be notified of the presence of a high risk sex offender and deploy the necessary precautions to safeguard those at risk. Sex offender sweeps insure sex offenders are compliant in registering their residential and employment locations.



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Section III, Budget – Separate Excel File

Investigators have little time to insure assigned and newly registered sex offenders are compliant with registration requirements for their tier. The proposal will cover the costs of two sweeps to compliment a third sweep conducted in collaboration with the Federal Marshal's office typically conducted in the Spring of each year for a total of three sweeps. The sweeps are intended to check the compliance of all 1,387 actively registered sex offenders in Washoe County with a special emphasis on the Tier 3, or more dangerous offenders likely to re-offend. Compliance checks will reinforce deterrence from not only a failure to register but generally, from committing sex crimes through the use of media releases which serves as a form of education.

It is the goal of the RSONU to maintain registration compliance of 90% and if possible increase registration compliance. Those that fail to be in compliance, will be investigated and a warrant issued for their arrest upon completion of the investigation.

Under the current guidelines, there are 60 Tier 3 sex offenders. The tiers have been redefined by AWA and it is expected to increase the number to 400 Tier 3 sex offenders by June 2nd, 2016. With the increase, 340 mandatory newly re-tiered 3 community notifications must be made and Tier 3 offenders must register every 90 days which is an unanticipated increase in workload. Investigators must travel to both the offender's residence and employment location to verify the information provided.

Investigators spend much of their time searching various databases to locate outstanding, non-compliant offenders. In some cases, offenders have been arrested and are incarcerated in either a jail facility or a state institution. The OffenderWatch portal includes a service to create an alert on an offender who has been incarcerated thus reducing hours of work trying to locate the offender. An email featuring the incarceration alert will be sent to the RSONU.

This proposal requests the funds for overtime to conduct sweeps and sweep preparation activities. Funds will also be used by investigators to purchase OffenderWatch booking alerts. OffenderWatch is a data base RSONU and as many as 60% law enforcement agencies nationwide use as a real time data base for registered sex offenders (this program is a few years old and still growing). Once an offender is arrested and incarcerated, the agencies the offender is registered with will receive an email with the booking alert. It is anticipated the alerts will greatly reduce the time spent to locate the missing or non-compliant offender.

Last, RSONU will use grant funds to attend training. The Dallas Crimes Against Children is the premier conference of its kind providing practical and interactive instruction to those fighting crimes against children and helping children. Classes include: Best Practices for Managing and Monitoring Your Sex Offender Registration Program, Child Sexual Abuse: A Six-Step Framework to Understanding the Perpetrators, Grooming Behaviors Among Child Molesters and the Impact on the Victims and Understanding Sex Offenders (Part 1 & 2). The classes are applicable as the Tier 3 sex offenders have been placed in that tier because of a conviction involving a sex crime on



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
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Application – Section III, Budget – Separate Excel File

a child under 14 years of age. Tier 3 offenders have the highest recidivism rate and a risk of violence.



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Section III, Budget – Separate Excel File

3. PROBLEM STATEMENT: page 1 of 2.

Washoe County is home to 1,387 registered sex offenders. The current tiers percentages are as follows with the new tier requirements in parentheses:

Tier 0 = 27% (This will no longer exist under AWA as of June 2, 2016, Tier 0's will be re-tiered)

Tier 1 = 26% (Felony crimes, subject to public notification only)

Tier 2 = 39% (Felony crimes, community notification where children congregate; higher level of recidivism, crimes are specific to crimes against children)

Tier 3 = 4% (If victim is a child under 14, offender will be featured on the state website, media release, door-to-door notification where offender lives and works due to a high recidivism rate in such crimes; the percentage of offenders landing in this category will rise substantially as of June 2, 2016)

With the redefinition of the tier levels, we expect to see an 85% increase in Tier 3 offenders. Offender's from all tier levels have been re-evaluated and moved to a higher tier based on the crime conviction and the likelihood of recidivism as revised by AWA.

With the drastic increase in Tier 3 registrations expected by June 2, 2016, RSONU will be overwhelmed with the sheer number of required community notifications and verification checks typically completed during regular working hours. All three local police departments have committed one full-time detective to the AWA and SORNA requirements but still find themselves struggling to find the financial resources to meet the workload. Should RSONU not be in compliance with these laws, each agency stands to lose some federal grant funding as a repercussion.

Detectives make an effort to complete verification visits to all Tier 3 offender's residence and employment every three months as prescribed by the Nevada General Attorney's Office. With the limited resources of RSONU, this is not always feasible. Some Tier 3 offenders move multiple times throughout the year and require not only notification but additional verification.

Without additional funds, RSONU will not be compliant.



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
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Application – Section III, Budget – Separate Excel File

4. GOALS AND OBJECTIVES: page 1 of 1.

Goal 1: (*Compliance and Verification checks*) RSONU will conduct compliance sweeps.

Objective 1: The office assistant, on overtime, and assigned volunteer will create folders for each offender. The folders will contain recent registration data, criminal history, a photo, current incarcerations and complaints to date. Investigators will attempt to verify the information provided by 462 (1,387 total registered sex offender divided by three sweeps) offenders each sweep.

Objective 2: Offenders will be assigned to an RSONU lead team and the teams will spend two-three full days verifying registrant information on overtime. Each sweep, for a total of 2 grant provided sweeps, will cover approximately 462 offenders per sweep. A third sweep will occur with the Federal Marshal's office outside of this grant. RSONU intends to increase compliance from 90% to 92%.

Objective 3: RSONU will investigate all non-compliant offenders. Those choosing non-compliance will be arrested or a warrant for their arrest will be completed and submitted to the DA's office.

Goal 2: (*Training*) RSONU will attend training in the area of managing sex offender tracking programs.

Objective 1: RSONU will attend the Dallas Crimes Against Children Conference in 2017. RSONU detectives will attend classes designed to manage sex offender tracking and verification programs. Additional classes will include subject matter that pertains to identifying behavior indicative of recidivism and methods to better manage and track offenders that pose a higher risk to communities.

Objective 2: RSONU will apply policies and skills learned in the training upon their return from the conference.



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Section III, Budget – Separate Excel File

5. METHODS OF ACCOMPLISHMENT page 1 of 3.

The Regional Sex Offender Notification Unit (RSONU) is supervised by one sergeant supplied by the Sparks Police Department and served by one full-time office assistant and one part-time volunteer. Three law enforcement departments in Washoe County supply one detective each, to manage and supervise convicted sex offenders that reside in, are employed in or visit the area. Each detective has an assigned caseload of approximately 462 registered sex offenders they are required to track and verify as little as every 90 days during normal work shifts.

Goal 1: (Compliance and Verification checks) RSONU will conduct compliance sweeps.

Objective 1: The office assistant and volunteer will create folders on approximately 462 sex offenders for each scheduled sweep. They will collect recent criminal history, recent registration information, a photo of the offender, any recent or current incarcerations to date and any complaints received from outside sources.

The office assistant requires 40 hours of file preparation outside of her normal workday in addition to the volunteer's contribution of 20 hours a month. With the purchase of OffenderWatch's Booking Alert service (\$2,500) provided by this grant, RSONU will be immediately notified if a registered sex offender in Washoe County has been incarcerated or imprisoned in other state or jurisdiction. This will reduce the time it takes for RSONU to call various agencies to determine an offender's location should the offender be determined non-compliant. The office assistant will need an additional 40 hours of overtime to complete entry of all data collected from the sweep and enter it into OffenderWatch. OffenderWatch relies on real time data provided by the agencies that participate in this program.

The office assistant's hourly overtime rate is \$39.00. Each sweep will require 80 hours of overtime total for administrative paperwork and data entry. $\$39.00 \times 80 = \$3,120.00$. For two total sweeps, $\$3,120.00 \times 2 = \$6,240.00$.

Objective 2: For each scheduled sweep, scheduled for March and December, (the Marshal's sweep will occur in June) RSONU sworn personnel (3 detectives and 1 sergeant) will be paired with an officer or detective from one of the three participating agencies for a total of 4 two person teams. The teams will be provided approximately 115 offenders each. The teams will verify both employment and residence for each offender. Each team averages between 15-30 contacts a day. The teams will meet with each offender to insure the offender still resides at the registered address and to collect/interview the offender for updated information they may have failed to provide to law enforcement. The contacts can last between 5-15 minutes depending on the information that needs to be collected.

One sweep will consist of three 10 hour days on overtime for sworn personnel. The second sweep will consist of two 10 hour days on overtime for sworn personnel. The cost breakdown using the



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Section III, Budget – Separate Excel File

formula hourly rate x 30 hours x 1 sweep = \$6,870 and the formula hourly rate x 20 hours x 1 sweep = \$4,580; with a grand total of \$11,450, is as follows:

WCSO Detective: $\$58 \times 30 \times 1 = \$1,740$ $\$58 \times 20 \times 1 = \$1,160$

Total: \$2,900

Sparks PD Detective: $\$47 \times 30 \times 1 = \$1,410$ $\$47 \times 20 \times 1 = \940

Total: \$2,350

RPD Detective: $\$62 \times 30 \times 1 = \$1,860$ $\$62 \times 20 \times 1 = \$1,240$

Total: \$3,100

SPD Sergeant: $\$62 \times 30 \times 1 = \$1,860$ $\$62 \times 20 \times 1 = \$1,240$

Total: \$3,100

4 additional Detectives from participating agencies (highest OT rate is used to insure costs are covered):

$\$62 \times 30 \times 1 = \$1,860 \times 4$ detectives = \$7,440 $\$62 \times 20 \times 1 = \$1,240 \times 4$ detectives = \$4,960

Total: \$12,400

Goal 2: (Training) RSONU will attend training in the area of managing sex offender tracking programs.

Objective 1: In August of 2017, three RSONU detectives will attend the Dallas Crimes Against Children Conference. The conference contains instruction and classes that focus on managing a sex offender registration and verification program. Detectives will attend all related classes on emerging trends and policies on this topic. The current GSA per diem and lodging rates for Dallas were used and an estimated cost for flights based on today's costs. \$24 was included as the cost for transportation via shuttle from the airport and back. The registration fee for the conference is \$495 per person and listed under Supplies/Operating in the budget.

Objective 2: Detectives will implement training applicable to the RSONU management and tracking of sex offenders in Washoe County.

Timeline:

October 2016: Receive and Process award

November 2016: Prepare files and assignments for December sweep



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Section III, Budget – Separate Excel File

December 2016: First Sweep will be conducted

January 2017: Data entry into OffenderWatch and all files will be updated with information obtained from the sweep. Investigators will make appropriate arrests and file warrants on non-compliant offenders.

February 2017: Preparation for March sweep will begin.

March 2017: Second sweep will be conducted. OffenderWatch data and files will be updated. Arrests and warrants will be made on non-compliant offenders.

April 2017: Data entry in OffenderWatch and all files will be updated with information obtained from the sweep. Investigators will make appropriate arrests and file warrants on non-compliant offenders.

RSONU and the grant administrator will provide all data and statistics for the grant as required in the reporting guidelines on a quarterly basis.



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
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Application – Section III, Budget – Separate Excel File

6. PROJECT EVALUATION page 1 of 1

The measure of this project will be through the use of before and after data collection. A projected number of offenders will be identified for each sweep. Investigators will report 1) how many offenders were contacted 2) the number in compliance 3) the number out of compliance 4) the number arrested and 5) the number with a warrant request. By measuring these areas, RSONU will be able to monitor how compliant we are with the requirements of SORNA/AWA. The collected data will be reported after each sweep.

1. Number of updated sex offenders in Washoe County (re-tiered 3)
2. Number of sex offender registrations during the reporting period
3. Number of offenders in compliance
4. Number of offenders not in compliance
5. Number of arrests as a result of non-compliance
6. Number of warrant requests for non-compliance
7. Number of sweeps – to include dates
8. Number of booking alerts sent to RSONU



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Section III, Budget – Separate Excel File

7. SUSTAINMENT OF THE PROJECT page 1 of 1

As the economy improves, local government is increasing expenditures on viable projects. RSONU will pilot test the OffenderWatch software in an effort to demonstrate the data collected and success of the sweeps to participating agencies to propose budget sharing the expenses for the 2017-2018 budget cycles.

AWA/SORNA implemented laws that law enforcement was ill prepared to support with personnel. Washoe County agencies have understood the need and have committed one detective each to monitor sex offenders currently registered in Washoe County. At this time, additional funds for personnel and training expenses are not expected to be funded fiscal year 2016-2017 nor have funds been set aside to complete the sweeps on overtime.



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
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Application – Section III, Budget – Separate Excel File

8. STATEMENT OF COORDINATION (and, if applicable, interagency Agreement or Memorandum of Understanding for current year) page 1 of 1

See attachment A.



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
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Application – Section III, Budget – Separate Excel File

9. EVIDENCE BASED PROGRAM (If applicable) page 1 of 1

Research based programs do not currently exist for this request although RSONU experienced success with the 2015 JAG funded sex offender and verification sweeps.



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Application – Section III, Budget – Separate Excel File

10. DISCLOSURE OF CURRENT FEDERAL FUNDS AND TECHNOLOGY STATEMENT
(if applicable, ½ page)

Disclosure of Current Federal Funds:

No other funds are allocated for this project, and no other applications to fund this project are pending at this time.

Technology Statement:

The Information Technology Director, Doug Campbell, was contacted to confirm feasibility and compatibility of the requested technology, software and hardware with current system(s).

The Information Technology Director, Doug Campbell, certifies with his signature that the technology requested is stand-alone and no integration to current system(s) is necessary currently or in the future.

See attachment B.



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Section III, Budget – Separate Excel File

Section III

Budget – Separate Excel File – 15 points

BUDGET SUMMARY

Name of Applicant - Title of Project

| <u>Budget Category</u> | <u>Amount</u> |
|--------------------------|---------------|
| A. Personnel | \$30,090 |
| B. Consultants/Contracts | \$0 |
| C. Travel | \$4,230 |
| D. Supplies/Operating | \$3,985 |
| E. Equipment | \$0 |
| F. Other | \$0 |

Total Project Costs: \$38,305

Federal Request: \$38,305

NOTES: 1. After completing the budget pages below, the totals for each category will autopopulate the spaces above. 2. Place the full justification for the requested budget categories in Section II, "Methods of Accomplishment" of the application. Include only a summary justification for each category in this Section.

Budget Request and Justification

May delete category(ies) not applicable to the requested project. The justification fields at the bottom of each category automatically expand to accommodate the narrative.

A. Personnel

Detail salaries and wage expenditures required for program activities to be paid for by this request for funding. Compensation paid for employees engaged in program activities must be consistent with that paid for similar work within the applicant organization. (Work Hours Per Year = 2,088)

| Position Title | Annual Salary or Hourly Rate | % of time working on the grant | # of Hours | Is position a New Hire (Y/N) | Total Federal \$ Requested |
|-------------------------------------|------------------------------|--------------------------------|---------------|------------------------------|---|
| RPD Detective (Charlie Smith) | \$ 62.00 | 100.000% | 50 | N | \$ 3,100.00 |
| SPD Detective (Jason Kimball) | \$ 47.00 | 100.000% | 50 | N | \$ 2,350.00 |
| WCSSO Detective (Laura Thomsen) | \$ 58.00 | 100.000% | 50 | N | \$ 2,900.00 |
| Office Assistant (Kathie Goodnight) | \$ 39.00 | 100.000% | 160 | N | \$ 6,240.00 |
| RSONU Sergeant (Aaron Leary) | \$ 62.00 | 100.000% | 50 | N | \$ 3,100.00 |
| 4 Additional Detectives (4x\$62.00) | \$ 62.00 | 100.000% | 200 | N | \$ 12,400.00 |
| | | | | | \$ - |
| Total Project Hours: | | | 560.00 | | |
| | | | | | Personnel Sub-total = \$ 30,090.00 |

Payroll Taxes & Fringe Benefits:

Based on actual known costs or an established formula and only for the percentage of time devoted to the project.

| | Annual Cost | Hourly Rate | Rate Applied | \$ Requested |
|---------------------------|-------------|--|-----------------------------|---------------------|
| | | (annual cost/2080 work hours per year) | Project Hours x Hourly Rate | |
| Employer's FICA | 0.00 | 0 | 0.0000 | \$0.00 |
| Retirement | 0.00 | 0 | 0.0000 | \$0.00 |
| Uniform Allowance | 0.00 | 0 | 0.0000 | \$0.00 |
| Health Insurance | 0.00 | 0 | 0.0000 | \$0.00 |
| Workman's Compensation | 0.00 | 0 | 0.0000 | \$0.00 |
| Unemployment Compensation | 0.00 | 0 | 0.0000 | \$0.00 |
| Fringe Sub-total = | | | | \$0.00 |
| Total Personnel = | | | | \$ 30,090.00 |

Personnel Summary of Justification: To conduct effective convicted sex offender sweeps, RSONU will use 4 two-peace officer teams on overtime over 2-3 days; twice during the 2016-2017 year. This will require an additional 4 peace officers on overtime to accomplish. Files are completed using an office assistant which will require both sweep preparation and data entry after the sweep to keep records current.

B Consultants/ Contracts: List consultant/contract personnel in priority order. Include consultant travel and expenses in this section. Follow federal/state GSA travel policy and per diem rates. \$650 per day or \$81.25 per hour.

| Name of Consultant | Service Provided | Computation | | Cost |
|--------------------|------------------|-----------------------------|---------|------|
| | | Cost per unit (define unit) | # Units | |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |

| Purpose of Travel | Location | # Individuals | Item | Cost | # Nights/Days or mileage | Amount Requested |
|-------------------|----------|---------------|----------------------------------|---------|--------------------------|------------------|
| | | | | | | |
| | | | Airfare (roundtrip) | | | \$0.00 |
| | | | Hotel (per night) | | | \$0.00 |
| | | | Per Diem per day | | | \$0.00 |
| | | | Round Trip Ground transportation | | | \$0.00 |
| | | | Personal Vehicle Mileage R/T | \$0.540 | | \$0.00 |

Consultant Sub-total: \$0.00

Contracts: Provide a description of the product or service to be procured by contract and an estimate of the cost.

| Item /Description/Vendor | Rate | Qty/hours | Sole Source Contract ? | Amount Requested |
|--------------------------|------|-----------|------------------------|------------------|
| | | | | \$ - |
| | | | | \$0.00 |
| | | | | \$0.00 |

Consultant Sub-total: \$ -

Total Consultants/Contracts = \$0.00

Consultant/Contracts Summary of Justification:

Itemize travel expenses of project personnel by purpose (e.g. staff to training, advisory group meeting, etc.) Provide the location and purpose of travel. Show the basis of computation. Per diem (meals), lodging and mileage are included in travel. Per mile cost and per diem rates should not exceed the current state rates. Current state rates are: mileage .575 cents/mile, per diem is set at the federal GSA rates. Go to <http://www.gsa.gov> for current rates in each city/county. Registration fees/ conference/ training costs belong under the Operating category. Requesting more than 1 trip? copy this category for each trip.

C. Travel

| Who is traveling and Purpose of Travel | Location | Computation | | | Amount Requested |
|--|----------|---------------|----------------------------------|---------|------------------|
| | | # Individuals | Item | Cost | |
| | | | Airfare (roundtrip) | | \$0.00 |
| | | | Hotel (per night) | | \$0.00 |
| | | | Per Diem per day | | \$0.00 |
| | | | Round Trip Ground transportation | | \$0.00 |
| | | | Personal Vehicle Mileage RT | \$0.575 | \$0.00 |
| | | 0 | 0 | 0 | \$0.00 |
| Sub-total | | | | | \$0.00 |
| In-State Travel = | | | | | \$0.00 |

In-State Travel Summary of Justification:

| Who is traveling and Purpose of Travel | Location | Computation | | | Amount Requested |
|---|---------------|---------------|----------------------------------|----------|------------------|
| | | # Individuals | Item | Cost | |
| 3 RSONU Detectives for Job-related training | Dallas, Texas | 3.00 | Airfare (roundtrip) | \$630.00 | \$1,890.00 |
| | | 3.00 | Hotel (per night) | \$125.00 | \$1,500.00 |
| | | 3.00 | Per Diem per day | \$64.00 | \$768.00 |
| | | 3.00 | Round Trip Ground transportation | \$24.00 | \$72.00 |
| | | 0 | Personal Vehicle Mileage RT | \$0.575 | \$0.00 |
| Out of State Travel Sub-total = | | | | | \$4,230.00 |

Out-of-State Travel Summary of Justification: Internationally recognized, the Crimes Against Children Conference is the premier conference of its kind providing practical and interactive instruction to those fighting crimes against children and helping children. Classes include sex offender registration program management.

Total Travel Costs: \$4,230.00

D Supplies/ Operating:

Include in this section requests to support all of the following: telephone, postage, printing and copying, publication, desktop and consumable office supplies, drug testing supplies, and other. For cell phone, include the cost of monthly service and charges by minutes/plan. For printing and copying, include the cost per page and number of pages per month. For desktop and consumable supplies, include the cost per person per month. For drug testing supplies use the average cost per month. List conference and training registration expenses. Show computations.

Supplies

| Item /Description | Quantity (Per month per person) | Define Unit of measure | Cost per unit | Total for year | Cost |
|-----------------------------|---------------------------------|------------------------|---------------|----------------|--------|
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| Supplies Sub-total = | | | | | \$0.00 |

Operating

| Item /Description | Quantity (Per month per person) | Define Unit of measure | Cost per unit | Total for year | Cost |
|-------------------------------|---------------------------------|------------------------|---------------|----------------|------------|
| Offender/Watch Booking Alerts | | | \$ 2,500.00 | \$0.00 | \$2,500.00 |
| Conference Registration Costs | 495 | 3 | \$ 1,485.00 | \$0.00 | \$1,485.00 |
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 |
| Operating Sub-total = | | | | | \$3,985.00 |

Supplies/Operating TOTAL: \$3,985.00

Supplies/Operating Summary of Justification: The conference registration cost is for the 3 RSONU detectives to attend the Crimes against Children Conference in Dallas, Texas. The Offender/Watch Booking Alert service is a database that gives RSONU access to over 60% of the nation's law enforcement agencies to receive notification when a registered sex offender is arrested and incarcerated. This notification is especially useful for offenders who are non-compliant and efforts to locate them have been exhausted.

E Equipment

List non-consumable items with a life of one year or more and an acquisition cost of \$ 1,000 or more per item (excluding printers). Like items or related components must be considered as a group and may not be separated to avoid compliance with these standards. Provide a list of each item including number, manufacturer, location and price. Awarded law enforcement agencies will be required to check with the OCJA 1033/1122 Programs for equipment purchases, but need not receive an estimate for purposes of this application. **Include low-cost but high-risk equipment such as IPads, cameras, etc.**

| Item /Description | Qty | Item/each | Unit cost | Cost |
|-------------------|-----|-----------|-----------|--------|
| | | | | \$0.00 |
| | | | | |
| | | | | |
| | | | | |
| | | | | \$0.00 |
| | | | | \$0.00 |

Equipment Total = \$0.00

Equipment Summary of Justification:

F Other

Confidential funds will be considered for law enforcement agencies. For continuation grants, the balance of the previous years' grant will be considered.

| Item /Description | Cost | Amount | Estimate portion to be used from forfeiture funds | Amount Requested |
|-------------------|------|--------|---|------------------|
| | | 0 | | \$0.00 |
| | | 0 | | \$0.00 |
| | | 0 | | \$0.00 |
| | | 0 | | \$0.00 |

Confidential Funds Sub-Total: \$0.00

Confidential Funds Summary of Justification:



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
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Application – Section IV Assurances and Certifications

Section IV

Application Assurances & Certifications – 10 points

GOVERNING LEGISLATION/POLICIES FOR THIS GRANT PROGRAM:

The United States Department of Justice, Bureau of Justice and the
Nevada State Department of Public Safety (DPS), Office of Criminal Justice Assistance (OCJA)



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
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Application – Section IV Assurances and Certifications

OVERVIEW of CERTIFICATIONS and ASSURANCES

By signing the Title Section of the OCJA grant application, the applicant certifies:

1. the project described in this application meets all the requirements of the applicable governing legislation as indicated below;
2. all information contained in the application is correct;
3. the appropriate coordination with affected agencies took place; and
4. the applicant will read, understand and comply with all provisions of the governing legislation and all other applicable federal and state laws, current or future rules and regulations.
5. the applicant further understands and agrees that any subaward received as a result of this application is subject to the grant conditions set forth in the Statement of Grant Award, and in the current applicable OCJA Project Director’s Manual.

STANDARD PROVISIONS

1. **ADMINISTRATOR’S APPROVAL:** This subaward is invalid until approved by the Administrator of the Office of Criminal Justice Assistance or his/her designee.
2. **AVAILABILITY OF FUNDS:** Financial obligations of the State are contingent upon federal appropriations allotted to the state administering agency which are appropriately budgeted and otherwise made available.
3. **FEDERAL FUNDING:** This subaward is subject to and contingent upon the continuing availability of federal funds.

GRANT REQUIREMENTS

1. **FINANCIAL & ADMINISTRATIVE MANAGEMENT:**
 - a. The Subrecipient guarantees it will maintain adequate accounting principles such as fund accounting, auditing, monitoring, evaluation procedures and the records necessary to ensure sufficient internal fiscal controls, proper financial management, and efficient disbursement of funds received, and maintenance of required source documentation for all costs incurred. These principles must be applied for all costs incurred, whether charged on a direct or indirect basis.
 - b. All expenditures must be supported by appropriate source documentation. OCJA will reimburse only actual, approved, and allowable expenditures.
 - c. The Subrecipient assures that it will comply with the provisions of the current applicable OCJA Project Director’s Manual. However, such a guide cannot cover every foreseeable contingency; the Subrecipient is ultimately responsible for compliance with applicable state and federal laws, rules and regulations.
2. **PAYMENT & REPORTING**
 - a. OCJA will reimburse the Subrecipient the reasonable and allowable costs of performance, in accordance with current OCJA Office Policies and Nevada State Fiscal Rules, not to exceed the amount specified as the Total Award Amount.
 - b. The Subrecipient assures that it shall maintain data and information to provide accurate quarterly program and monthly financial reports to OCJA. Said reports shall be provided in such form, at such times, and containing such data and information as OCJA reasonably requires for proper administration of the program.



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- c. The Subrecipient assures the submission of current monthly financial reports; and quarterly performance measure and progress reports within 20 calendar days of the end of each calendar quarter.
- d. The Subrecipient further assures that final financial and narrative reports shall be submitted on the forms provided by OCJA within 45 days of the performance period end date.
- e. OCJA reserves the right to make and authorize modifications, adjustments, and/or revisions to the Grant Award for the purpose of making changes in budget categories, extensions of grant award dates, changes in goals and objectives.
- f. OCJA will withhold payment in the event the Subrecipient fails to comply with conditions and certifications contained in this grant award.

FEDERAL CERTIFIED ASSURANCES

1. FEDERAL PUBLIC POLICY ASSURANCES.

- a. The Subrecipient hereby agrees that it, and all of its contractors, will comply with the applicable provisions of:
 - i. Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended;
 - ii. The Juvenile Justice and Delinquency Prevention Act and/or the Victims of Crime Act, as appropriate;
 - iii. All other applicable Federal laws, orders, circulars, regulations or guidelines.
- b. The Subrecipient agency hereby agrees that it will comply, and all of its contractors will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including:
 - i. Part 18, Administrative Review Procedure;
 - ii. Part 22, Confidentiality of Identifiable Research and Statistical Information;
 - iii. Part 23, Criminal Intelligence Systems Operating Policies;
 - iv. Part 30, Intergovernmental Review of Department of Justice Programs and Activities;
 - v. Part 35, Nondiscrimination on the Basis of Disability in State and Local Government Services;
 - vi. Part, 38, Equal Treatment for Faith Based Organizations;
 - vii. Part 42 Nondiscrimination/Equal Employment Opportunity Policies and Procedure;
 - viii. Part 61 Procedures of Implementing the National Environmental Policy Act;
 - ix. Part 63 Floodplain Management and Wetland Protection Procedures; and,
 - x. Federal Laws or regulations applicable to Federal Assistance Programs.
- c. Subrecipient agrees to comply with the requirements of 28 CFR Part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.
- d. Subrecipient agrees to comply with all confidentiality requirements of 42 U. S. C. section 3789g and C. F. R. Part 22 that are applicable to collection, use, and revelation of data or information. Subrecipient further agrees, as a condition of grant approval, to submit a Privacy Certificate that is in accord with requirements of 28 CFR Part 22 and, in particular, section 22.23.

2. FINANCIAL & ADMINISTRATIVE MANAGEMENT

- a. Subrecipient assures that it will comply with appropriate federal cost principles and administrative requirements applicable to grants as follows:
 - i. For state, local or Indian tribal government entities;
 - 1. 2 CFR Part 200 Subparts A through F and all appendices.
 - ii. For non-profit organizations;
 - 1. 2 CFR Part 200 Subparts A through F and all appendices.
 - iii. For colleges and universities;
 - 1. 2 CFR Part 200 Subparts A through F and all appendices.



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- iv. For each agency spending more than \$500,000 per year in federal funds from all sources;
 - 1. 2 CFR Part 200 Subparts A through F and all appendices
 - b. Special Provisions and Certified Assurances
3. NON-SUPPLANTING OF FUNDS
- a. The Subrecipient certifies that any required matching funds used to pay the non-federal portion of the cost of this subaward are in addition to funds that would have otherwise been made available for the purposes of this project.
 - b. The Subrecipient certifies that federal funds made available under this grant:
 - i. Will not be used to supplant state or local funds;
 - ii. Where there is a reduced or unchanged local investment, then the Subrecipient shall give a written explanation demonstrating that the Subrecipient's reduced or unchanged commitment was necessary even without the availability of the federal financial support under this federal grant program.
4. WHO SIGNS THE ASSURANCES and CERTIFICATION FORMS SUBMITTED WITH APPLICATION?
- a) **STANDARD ASSURANCES** – *Must be signed by BOTH the Governmental Unit (i.e., Mayor, County Commissioner, City Supervisor etc.) AND the Applicant Agency (i.e., Police Chief, Sheriff, District Attorney, State Agency Director)*
 - b) **CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS AND DRUG_FREE WORKPLACE REQUIREMENTS** – *Applicant agency's authorized representative*
 - c) **EQUAL EMPLOYMENT OPPORTUNITY PLAN (EEOP)** - *Applicant agency's authorized representative*
 - d) **CIVIL RIGHTS REQUIREMENTS** - *Applicant agency's authorized representative*

For more information, visit the Office of Justice Programs, Office for Civil Rights website at:
<http://www.ojp.usdoj.gov/about/offices/ocr.htm>.



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
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Application – Section IV Assurances and Certifications

Civil Rights Requirements

The following civil rights requirements apply to all units of local governments, state agencies, for profit and non-profit organizations accepting federal grant funds. Compliance requirements apply to the entire jurisdiction/organization, and not just to the funded activities. In an effort to assist with compliance, OCJA provides a list of the requirements along with their individual references below.

1. Training programs on civil rights compliance. <http://www.ojp.usdoj.gov/about/ocr/assistance.htm>.
2. Victims of Crime Act
<http://www.da.state.nm.us/Victims%20of%20Crime%20Act.pdf>
3. Title IV of the Civil Rights Act of 1964
http://www.congresslink.org/print_basics_histmats_civilrights64test.htm
4. Section 504 of the Rehabilitation Act of 1973
<http://www.dol.gov/oasam/regs/statutes/sec504.htm>
5. Title II of the Americans with Disabilities Act of 1990
 - a. The Americans with Disabilities Act – www.ada.gov/pubs/ada.htm
 - b. Title II Highlights – www.ada.gov/twhlt95.htm
 - c. Title II Technical Assistance Manual – www.ada.gov/taman2.html
 - d. Commonly Asked Questions ADA and Law Enforcement– www.ada.gov/q%26a.law.htm
 - e. Commonly Asked Questions ADA and Hiring Police Officers - www.ada.gov/copsq7a.htm
 - f. Self Evaluation and Transition Plan Worksheets –
<http://adaptenv.org./index.php?option=Resource&articleid=185&topicid=25>
6. Title IX of the Education Amendments of 1972 <http://www.dol.gov/oasam/regs/statutes/titleix.htm>
7. Age Discrimination Act of 1975 http://www.dol.gov/oasam/regs/statutes/age_act.htm
8. USDOJ Non-Discrimination Regulations (28 CFR 42, Subparts C, D, E and G)
http://www.access.gpo.gov/nara/cfr/waisidx_00/28cfr42_00.html
9. USDO Regulations on Disability Discrimination (28 CFR Part 35)
http://www.access.gpo.gov/nara/cfr/waisidx_00/28cfr35_00.html

By signing below, the authorized representative assures and certifies the applicant organization will implement federal, state, and any local equal opportunity and non-discrimination statutes. The applicant will, without delay, bring any finding of an equal opportunity or non-discrimination violation to the attention of the USDOJ’s Office of Civil Rights, <http://www.ojp.usdoj.gov/about/offices/ocr.htm>, and the Nevada Office of Criminal Justice Assistance, <http://ocj.nv.gov>.

Signature of Authorized Representative - acknowledgement of Civil Rights Requirements:

Brian Allen
Name (print/type)

Title: Chief of Police

Signature:

4-14-16
Date:



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
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Certification of Compliance with Equal Employment Opportunity Plan

The purpose of an Equal Employment Opportunity Plan (EEO) is to insure full and equal participation of men and women in the workforce regardless of race or national origin. Federal regulations require recipients of financial assistance of the Office of Justice Programs (OJP) to prepare, maintain on file, submit for review, and implement an EEO in accordance with 28CFR 42.301-308. The regulations exempt some recipients from all of the EEO requirements. Other recipients, must prepare, maintain on file and implement an EEO, but they do not need to submit the EEO for review. Recipients must certify that they comply with, or are not covered by EEO regulations. It is the responsibility of the Nevada Office of Criminal Justice Assistance to monitor compliance of these requirements by the recipients.

Recipients must prepare, implement, and maintain an EEO related to employment practices affecting minority persons and women if all of the following are true;

1. Have 50 or more employees; and
2. Received \$25,000 or more in Federal grant funds, and
3. Have a service population with a minority representation of 3 percent or more (if less than 3 percent minority representation in service population, an EEO must still be prepared, but related to employment practices affecting women only).

If a recipient meets criteria 1 and 3 and received a single award of \$500,000 (or \$1 million within an 18-month period) an EEO must be filed with the Office for Civil Rights, Office of Justice Programs for review.

Please check only the one box that applies to the appropriate certification for the receiving agency over the performance period of this specific award (CERTIFICATION A, B, C1 or C2).

CERTIFICATION A: NO EEO IS REQUIRED if (1), (2) or (3) below apply. Check (1), (2) and/or (3) as applicable to your entity. More than one may apply.

This funded entity has not been awarded more than \$1 million cumulatively from all programs administered by the U.S. Department of Justice, including this grant from the Office of Criminal Justice Assistance, over the period of time that includes the above program period and

- (1) is an education, medical or non-profit organization institution or an Indian tribe; and/or
- (2) has less than 50 employees; and/or
- (3) was awarded less than \$25,000 in Federal U.S. Department of Justice funds through the grant referenced above

Therefore, I hereby certify that this funded entity is not required to maintain an EEO, pursuant to 28 CFR 42.301, et seq.

CERTIFICATION B: EEO MUST BE ON FILE

This funded entity, a for-profit entity or a state or local government having 50 or more employees, was awarded more than \$25,000, but less than \$500,000 in federal U.S. Department of Justice funds through the grant referenced above. Also, it has not been awarded more than \$1 million cumulatively from all programs administered by the U.S. Department of Justice, including the grant referenced above, over a period of time that includes the above program period.

Therefore, I hereby certify that the funded entity has formulated an Equal Employment Opportunity Plan in accordance with 28 CFR 42.301 et seq., Subpart E, that it has been signed into effect by the proper authority and disseminated to all employees, and that it is on file for review or audit by officials of the Office of Criminal Justice Assistance or the Office for Civil Rights, Office of Justice Programs as required by relevant laws and regulations.



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CERTIFICATION C1: EEOP MUST BE SUBMITTED

This funded entity, a for-profit entity or state or local government having 50 or more employees, was awarded more than \$500,000 in Federal U.S. Department of Justice funds through the grant referenced above, but it has not been awarded more than \$1 million cumulatively from *all* programs administered by the U.S. Department of Justice, including this grant from the Nevada Office of Criminal Justice Assistance over a period of time that includes the above program period.

Therefore, I hereby certify that the funded entity will submit, within 60 days of receipt of award, an EEOP or an EEOP Short Form that will include a section specifically analyzing the grantee agency

CERTIFICATION C2: EEOP MUST BE SUBMITTED

This funded entity, having 50 or more employees, was awarded more than \$1 million cumulatively from *all* programs administered by the U.S. Department of Justice, including this grant from the Nevada Office of Criminal Justice Assistance, over the period that includes the above grant duration period.

Therefore, I hereby certify that the funded entity will submit within 60 days of receipt of award, an EEOP or an EEOP Short Form that will include a section specifically analyzing the grantee agency. If you have already submitted an EEOP applicable to this time period, send a copy of the letter received from the Office for Civil Rights showing that your EEOP is acceptable.

AUTHORIZED OFFICIAL'S CERTIFICATION:

As the Authorized Official for the above grantee, I certify by my signature below that:

- I have read and am fully cognizant of our duties and responsibilities under this Certification.
- This agency will maintain and submit, when required, data to ensure our services are delivered in an equitable manner to all segments of the service population and our employment practices comply with Equal Opportunity requirements 28CFR 42.207 and 42.301 et seq.
- That the person in this entity who is responsible for reporting civil rights findings of discrimination will submit a finding to the Office of Criminal Justice Assistance within 45 days of the finding, and/or if the finding occurred prior to the beginning date of the grant award, within 60 days of receipt of award. A copy of this Certification will be provided to the person responsible for reporting civil rights findings of discrimination.

Signature of Authorized Official – acknowledgement of Equal Employment Opportunity Plan

Brian Allen
Name (print/type)

Title: Chief of Police


Signature:

4-14-16
Date:

Sign and return this original form to the Nevada Office of Criminal Justice Assistance (OCJA), 1535 Hot Springs Road, Suite 10, Carson City, NV 89706, within 60 days of receipt of award, OCJA will forward a copy to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice. Please retain copy for your records.

For more information regarding EEOP requirements, please access the Office for Justice Programs, Office for Civil Rights web page at: www.ojp.usdoj.gov/ocr/eeop.htm



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
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STANDARD ASSURANCES

The Applicant hereby assures and certifies compliance with all applicable federal statutes, regulations, policies, guidelines, and requirements, including 2 CFR 200, Executive Order 12372 (intergovernmental review of federal programs); and 28 CFR parts 66 to 70 (administrative requirements for grants and cooperative agreements). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations such as 28 CFR parts 18,22,23,30,35,38,42,61, and 63, and the award term in 2CFR 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Executive Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation act of 1974 (16 U.S.C. §469 a-1 et seq.) and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); the Juvenile Justice and Delinquency Prevention act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); The Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681. 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); see Executive Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity –
 - a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), 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. §§ 1501-08 and §§ 7324-28, 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.

Acknowledgement of Grant Standard Assurances:

Steve W. DeWitt - CITY MANAGER
Signature of Governmental Unit (County Commissioner, City Supervisor, Mayor, etc.)

04/13/2016
Date

[Signature]
Signature of Applicant Agency (Sheriff, Chief, DA, etc.)

4.14.16
Date



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
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CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION, AND OTHER
RESPONSIBILITY MATTERS, AND
DRUG FREE WORKPLACE REQUIREMENTS

*U.S. Department of Justice
Office of Justice Programs
Office of the Comptroller*

Applicants should refer to the regulations 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 before completing this form. Signature of this form provides for compliance with certification requirements under 28CFR Part 69, “New Restrictions on Lobbying” and 28 CFR Part 67, “Government-wide Debarment and suspension (Non-Procurement) and Government-wide Requirements for Drug-Free Workplace (Grants).” The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transactions, grant or cooperative agreement.

1. LOBBYING

As required by Section 1352, title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR 69, the applicant certifies that:

- a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, 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 or a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- b) If 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 undersigned shall complete and submit Standard Form –LLL “Disclosure of Lobbying Activities,” in accordance with its instructions;
- c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67 Section 67.510.



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Section IV Assurances and Certifications

- A. The applicant certifies that it and its principals:
 - a. Are not 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. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, State, or Local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
 - d. Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or Local) terminated for cause or default; and
- B. Where the applicant is unable to certify to any of the statements in this certification, h/she shall attach an explanation to this application.

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

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67 Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620;

- A. The applicant certifies 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 the grantee's 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:
 - i. The dangers of drug abuse in the workplace;
 - ii. The grantee's policy of maintaining a drug-free workplace;
- B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance:

| | | | |
|----------|--------------------|--------|-------|
| Address: | 1701 E. Prater Way | | |
| City: | Sparks | State: | NV |
| County: | Washoe | Zip: | 89434 |

Check if there are workplaces on file not identified here.

Section 67.630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for the Department of Justice Funding. States and State agencies may elect to use OJP Form 4061/7.

Check if the State elected to complete OJP Form 4061/7



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Section IV Assurances and Certifications

4. DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67, Sections 67.615 and 67.620.

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity. I will report the conviction, in writing, within 10 calendar days of the conviction, to:

Department of Justice
Office of Justice Programs
AITN: Control Desk
810 Seventh Street N.W.
Washington, D.C. 20531

| | |
|--------------------|---|
| Subgrantee Name: | Sparks Police Department |
| Subgrantee Address | 1701 E. Prater Way |
| Project Name: | Support for Adam Walsh Act Implementation Grant |

As Authorized Representative/Official of the applicant agency, I hereby certify that it will comply with the above certifications:

| | |
|---|---------------------------|
| Signature of Authorized Representative/Official – acknowledgement of required federal certifications: | |
| <u>Brian Allen</u> Name (print/type) | Chief of Police Title: |
| <u></u> Signature: | <u>4.14.16</u> Date: |

Attachment A

INTERLOCAL AGREEMENT BETWEEN THE CITY OF RENO ON BEHALF OF THE
RENO POLICE DEPARTMENT, WASHOE COUNTY ON BEHALF OF THE
WASHOE COUNTY SHERIFF AND THE DISTRICT ATTORNEY, AND THE CITY OF
SPARKS ON BEHALF OF THE SPARKS POLICE DEPARTMENT TO MAINTAIN A
REGIONAL
SEX OFFENDER NOTIFICATION UNIT

This Agreement is made and entered into this 30th day of April, 2014 by and between the City of Reno on behalf of the Reno Police Department (hereinafter "RPD"), Washoe County on behalf of the Washoe County Sheriff and the District Attorney (hereinafter "WCSO" and "DA"), and the City of Sparks on behalf of the Sparks Police Department (hereinafter "SPD"). At all times the parties may be referred to as "Agency" or "Agencies".

WHEREAS, pursuant to NRS 277.180, Interlocal Agreements may be entered into to perform any governmental service, activity or undertaking which any of the public agencies is authorized by law to perform.

WHEREAS, there is a need for coordination and cooperation in law enforcement in the tracking, monitoring, investigation, public notification and prosecution of sex offenders; and

WHEREAS, the Agencies to the Agreement believe that tracking, monitoring, investigation, public notification, and prosecution of such cases can most effectively be accomplished through the operation of a Regional Sex Offender Notification Unit; and

WHEREAS, the Agencies agree that the most efficient means of maximizing coordination and cooperation is to assign personnel to work together in a joint office and field environment; and

WHEREAS, the Agencies agree that this Agreement is most efficiently utilized by allowing the Agreement to continue in full force and effect even if one Agency removes itself from the Agreement. The Agreement shall continue as to all remaining Agencies or any Agencies added at a later time by Addendum as long as a minimum of two (2) Agencies continue with the terms of the Agreement.

NOW THEREFORE, based upon the above recitals which are incorporated by this reference, the Agencies agree as follows:

1. This Agreement is for one year from the date of this Agreement and will, by its terms, renew annually unless cancelled by mutual agreement, in writing, between the Agencies. Any Agency may terminate its participation in this Agreement with ninety (90) days written notice to the remaining Agencies.

2. This Agreement may be amended by written agreement to add additional Agencies at any time. The Agencies shall prepare and sign an Addendum or other necessary document to add additional Agencies to the Agreement.

3. If an Agency or Agencies decide to terminate their participation in this Agreement, this Agreement shall remain in full force and effect as to all remaining Agencies as long as there are a minimum of two (2) Agencies remaining.

4. The Agencies hereby establish an Advisory Board which will meet bi-annually for the purpose of direction and evaluating the activities of the Regional Sex Offender Notification Unit. The overall goal in governing the Regional Sex Offender Notification Unit shall be to establish operational, executive and management structures that will provide the opportunity for all Agencies to actively participate in the ongoing administration and management throughout the term of this Agreement.

5. The Advisory Board will consist of the Chiefs of the Reno Police Department and Sparks Police Department as well as the Washoe County Sheriff.

6. The Advisory Board shall:

- a. Meet bi-annually unless otherwise scheduled by the Board;
- b. Review all the rules and regulations necessary for the operation of the Regional Sex Offender Notification Unit;
- c. Modify existing rules, regulations and formulate new ones as deemed necessary by the Board;
- d. Analyze and evaluate whether it is in the best interest of the current Agencies to add another Agency to the Agreement; and
- e. Perform all other acts necessary, proper and convenient to accomplish the purpose of this Agreement.

7. The Agencies agree to assign personnel to the Regional Sex Offender Notification Unit as follows:

- a. RPD will assign one (1) detective.
- b. WCSO will assign one (1) detective and one (1) office assistant; and
- c. SPD will assign one (1) detective and one supervisor
- d. DA will assigne (1) deputy district attorney to assist with forfeiture.

8. The Regional Sex Offender Notification Unit will be housed at the Sparks Police Department.

9. The Regional Sex Offender Notification Unity may, from time to time, apply for grant funds to support its activities. Any grant funds awarded to the Regional Sex Offender Notification Unit will be administered by the City of Sparks.

10. All forfeitures of property and cash will be processed by the Washoe County District Attorney's Office and proceeds distributed to the Agencies in accordance with the following formula; forfeiture expenses incurred by the Washoe County District Attorney's office, excluding personnel and overhead costs, will be paid from gross forfeiture proceeds. Net forfeiture proceeds will be distributed by the District Attorney's

office, and it will receive 10% of net proceeds. The remaining 90% of net proceeds will be allocated to the Agencies based upon the number of personnel assigned full time to the Regional Sex Offender Notification Unit.

11. The operations of the Regional Sex Offender Notification Unit will be supervised and directed by SPD in accordance with applicable procedures and command structure. The SPD support services sergeant will provide functional supervision of personnel assigned to the Regional Sex Offender Notification Unit and will provide liaison as required to each Agency regularly employing officers assigned to the Regional Sex Offender Notification Unit.

12. Each Agency is responsible for providing the necessary equipment for its own personnel.

13. Each Agency will provide vehicles for its personnel assigned to the Regional Sex Offender Notification Unit. To the extent possible, Agency vehicles will be driven by officers employed by that Agency.

14. The Agency regularly employing officers assigned to the Regional Sex Offender Notification Unit shall be responsible for all expenses for its personnel, including but not necessarily limited to all wages and disability payments, pension payments, training expenses, and payments for damage to equipment and clothing and any other individual expenses. No Agency has any obligation to reimburse another Agency for any such expenses.

15. Each Agency shall be responsible for providing complete worker's compensation coverage in accordance with the laws of the State of Nevada for each of its own employees. The Reno Police Department, the Washoe County Sheriff's Office and the Sparks Police Department shall be deemed joint employers of all the Regional Sex Offender Notification Unit employees for the purpose of immunity from liability under Nevada workers' compensation laws.

Regional Sex Offender Notification Unit employees are barred by NRS 616A.020 from suing any of the joint employers for on-the-job injuries. The Agencies each agree that they will not subrogate against one another for workers' compensation claims for injuries to employees that may have been caused by another Agency's employee.

16. Personnel assigned to the Regional Sex Offender Notification Unit shall remain employees of their respective Agencies and are responsible to adhering to the policies, procedures and general orders of their respective Agencies, until and unless policies, procedures, and/or general orders specific to the Regional Sex Offender Notification Unit have been promulgated. In the event of a conflict between policies, procedures, and general orders, those of the Sparks Police Department will govern until the Agencies can meet to discuss and resolve the issue.

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17. The Agencies agree that each Agency will be responsible for any liability or loss that may be incurred as a result of any claim, demand, cost of judgment made against that Agency arising from any intentional, reckless or negligent act or negligent failure to act by any of the Agency's employees, agents or servants in connection with work or responsibilities performed pursuant to this Agreement.

In the event that a liability claim is filed against the Regional Sex Offender Notification Unit or any participating Agency as a result of the Regional Sex Offender Notification Unit's activities, there shall be a meeting between the risk managers for each Agency to discuss how best to address the claim. In the event that a lawsuit is filed against the Regional Sex Offender Notification Unit or any participating Agency arising from the Regional Sex Offender Notification Unit's activities, there shall be a meeting between the risk managers and the attorneys representing the Agencies to discuss how best to resolve the lawsuit. The Agencies will not waive and intend assert all available defenses available under Nevada Revised Statutes Chapter 41 and applicable case law.

18. The Agencies to this Agreement shall procure and maintain, during the term of this Agreement, General Liability Insurance or provide for their respective financial obligations through a program of self-insurance in compliance with the Nevada Revised Statutes Chapter 41.

19. Property purchased by any Agency hereto for the use of the Regional Sex Offender Notification Unit will remain the property of that Agency and may be withdrawn from use at any time upon thirty (30) days written notice from the purchasing Agency to the other Agencies.

20. Property purchased with grant funds award to the Regional Sex Offender Notification Unit will remain the property of the Regional Sex Offender Notification Unit. Upon dissolution, the property will revert to the Sparks Police Department, unless the property was specifically purchased for the use of another Agency team member. In that case, the property will revert to that Agency.

21. In case any one or more of the terms, sentences, paragraphs or provisions contained herein shall for any reason be held to be invalid, illegal, or non-enforceable, in any respect, such invalidity, illegality, or non-enforceability shall not affect any other terms, sentences, paragraphs, or provisions and this Agreement shall be construed as if such invalid, illegal, or non-enforceable provision had never been contained therein.

22. This Agreement contains all commitments and agreements of the Agencies, and oral or written commitments not contained herein shall have no force or effect to alter any term or condition of this Agreement.

///

///

23. The Agencies agree that the signatory of this Agreement has the authority to bind that Agency.

24. This Agreement supersedes all previous agreements between the Agencies that established or maintained the Regional Sex Offender Notification Unit.

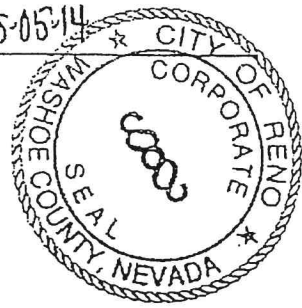
CITY OF RENO

BY: [Signature]
Robert A. Cashell Sr, Mayor

DATE: 5-05-14

ATTEST BY: [Signature]
City Clerk

APPROVED AS TO FORM: [Signature]
Rob Bony, Deputy City Attorney



CITY OF SPARKS

BY: _____
Geno Martini, Mayor

DATE: _____

ATTEST BY: _____
City Clerk

APPROVED AS TO FORM: _____
Deputy City Attorney

WASHOE COUNTY, by and through its Board of County Commissioners

BY: _____
David Humke, Chairman

DATE: _____

ATTEST BY: _____
County Clerk

APPROVED AS TO FORM: _____
Deputy District Attorney

23. The Agencies agree that the signatory of this Agreement has the authority to bind that Agency.

24. This Agreement supersedes all previous agreements between the Agencies that established or maintained the Regional Sex Offender Notification Unit.

CITY OF RENO

BY: _____
Robert A. Cashell Sr, Mayor

DATE: _____

ATTEST BY: _____
City Clerk

APPROVED AS TO FORM: _____
Deputy City Attorney

CITY OF SPARKS

BY: Geno R. Martini
Geno Martini, Mayor

DATE: 04/29/14

ATTEST BY: Teresa Gardner City of Sparks
Teresa Gardner, City Clerk

APPROVED AS TO FORM: Chester H. Adams
Chester H. Adams

WASHOE COUNTY, by and through its Board of County Commissioners

BY: _____
David Humke, Chairman

DATE: _____

ATTEST BY: _____
County Clerk

APPROVED AS TO FORM: _____
Deputy District Attorney

23. The Agencies agree that the signatory of this Agreement has the authority to bind that Agency.

24. This Agreement supersedes all previous agreements between the Agencies that established or maintained the Regional Sex Offender Notification Unit.

CITY OF RENO

BY: _____
Robert A. Cashell Sr, Mayor

DATE: _____

ATTEST BY: _____
City Clerk

APPROVED AS TO FORM: _____
Deputy City Attorney

CITY OF SPARKS

BY: _____
Geno Martini, Mayor

DATE: _____

ATTEST BY: _____
Teresa Gardner, City Clerk

APPROVED AS TO FORM: _____
Chester H. Adams

WASHOE COUNTY, by and through its Board of County Commissioners

BY: _____
David Hurnke, Chairman

DATE: June 24, 2014

ATTEST BY: _____
Nancy L. Parent
County Clerk

APPROVED AS TO FORM: _____
Paul McQuinn
Deputy District Attorney



Attachment B

SPARKS PD



BRIAN ALLEN, Chief of Police

April 12, 2016

To Whom It May Concern:

I have been contacted as to the feasibility and compatibility of the requested technology, software and hardware with the current systems and find that the use of OffenderWatch is stand-alone and will not require integration to current systems currently or in the future.

Respectfully,

A handwritten signature in cursive script that reads "Doug Campbell".

Doug Campbell
Senior Systems Analyst

"Where Community Comes First"

1701 E. Prater Way, Sparks, Nevada 89434 • 775.353.2279 • Fax 775.353.2436



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016
Application – Instructions

The Nevada Department of Public Safety, Office of Criminal Justice Assistance (OCJA), administers the Byrne Memorial Justice Assistance Grant Program (JAG). This grant assists state and local units of government and tribal efforts to prevent and reduce crime and to improve the criminal justice system within Nevada. Non-profit agencies must work through a unit of government or be eligible for a waiver in order to receive JAG funding. See the Detailed Guide for further information.

This application form, the budget form and the Detailed Guide should be downloaded from http://ocj.nv.gov/programs/ALL/Grant_Applications/. Certifications are in the application form.

Congressional funding for Nevada's FY 2016 JAG is expected to be level funding at approximately \$ 2,000,000. This project period will be October 1, 2016 through September 30, 2017.

JAG's seven authorized purpose areas are:

1. Law enforcement programs
2. Prosecution, defense and court programs
3. Prevention and education programs
4. Corrections and community corrections programs
5. Drug treatment and drug courts
6. Planning, evaluation, and technology improvement programs
7. Crime victim and witness programs

The Bureau of Justice Assistance outlines the programs JAG funds are able to address; however, OCJA's Statewide Strategic priorities will receive higher points in evaluation scoring and a review committee will determine the merits of the programs based upon the grant application. Applicants may apply for funding for a program which is not in the priority areas listed, but addresses an identified public safety problem area within the seven JAG purpose areas listed above.

OCJA's Strategic Plan identifies the following areas as priorities – in no particular order:

- Statewide communications, technology, information sharing and records management systems
- Addressing mental health offender issues – including law enforcement handling of these offenders
- Alternative sentencing projects
- Specialty courts
- Corrections transition programs, reentry/residential programs
- Training
- Prevention and Education

The Grant Application Deadline is 5:00 p.m., April 15, 2016. For complete details on grant submissions, please download and review the Detailed Guide from http://ocj.nv.gov/programs/ALL/Grant_Applications/

Contact OCJA at (775) 687- 3700 or ocja@dps.state.nv.us, with any questions.



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016
Application – Instructions

The entire application package consists of four sections and a checklist. Submit the entire package, the original and three hard copies to OCJA, as well as the electronic version, in Word and Excel. PDF not accepted, to ocja@dps.state.nv.us by the designated due date. For review and ranking purposes, a "point" value is assigned to each Section. The total possible score for the entire application is 100, with 20 additional points awarded for proposing an evidenced based project. The OCJA Project Director's Manual contains more detailed information.

Section I – Title (5 points)

The letter indicated below will correspond to the field to complete in the application.

- A. Check** the name of the grant program from which the application is requesting funds.
- B. Applicant Agency:** enter the official name of the agency submitting the application. The address refers to the physical and mailing address of the applicant agency (9 digit Zip is required in this section). OCJA will consider the application incomplete when the DUNS and/or Federal TAX ID fields are incomplete. To comply with federal requirements for Accountability and Transparency, the DUNS number must be registered in the System for Award Management. See page 4 of the "Detailed Guide" for details about registration.
- C. Direct Award from US Department of Justice (DOJ).** Some agencies are eligible to receive funding directly from DOJ under the Justice Assistance Grant (JAG). If the county or city where the applying agency resides did not receive a direct award for JAG this past year, check the **not applicable** or **no** box as appropriate, and continue to field D. Otherwise, confirm by checking the **Yes** box and entering the amount awarded.
- D. Project Title:** Succinct description of the proposed activity. If funded previously, use the title from the previous award.
- E. Project Period:** Oct 1 through Sep 30 (12 months) is the expected starting and completion dates of the proposed project, unless otherwise pre-approved by OCJA.
- F. Purpose/Program Area:** Select only ONE of the areas listed by circling the corresponding number.
- G. Project Director:** Refers to the person with direct responsibility for the administration of the proposed project, enter the information requested for contact purposes.
- H. Fiscal Officer.** Enter the name of the person who will manage the fiscal matters of the proposed project if awarded. The Fiscal Officer must be someone other than the Project Director.
- I. Project Point of Contact:** This field refers to the person OCJA will contact with questions about quarterly reports, monthly financial claim forms, etc.
- J. Agency's Human Resources Representative:** Usually this individual is the Civil Rights Liaison with OCJA. OCJA will contact this person with questions regarding federal civil rights compliance.
- K. Previous Funding Received from OCJA:** If OCJA previously awarded funds, indicate the year(s) of the award(s), and the amount of federal funds received.
- L. Proposed Project Budget Summary.** Please enter the data in this field only after completing the budget pages (separate Excel spreadsheet).
- M. Certification by Authorized Official;** The sheriff, police chief, division chief, agency head or other official ultimately responsible for this project/program must sign this document in BLUE ink.



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Instructions

Section II – Narrative (70 points with 20 additional possible for evidenced based programs)

This Section has nine (9) fields assigned different value in points. Make sure to link all 9 sections with a common thread. A more detailed explanation about the language and information each field is looking for, the weight in points, and page limits of this Section begins on Page 7 of the “Detailed Guide for Completing and Application.” Use a 12 point font for the Narrative Section. Field 10 “Disclosure of Current Federal Funds and IT Statement” is required but not weighted.

| Field Name | Scoring Points | Page Limit | Narrative provides: |
|--|-----------------------|----------------------|---|
| 1. Abstract | 10 | ½ (Half) | Summary of the 8 fields below and the budget. Use key words that tie the fields with a common thread. |
| 2. General Overview | 5 | 2 (two) | Establish who, what the applicant agency is and does. Agency successes and the expected outcome of the application. |
| 3. Problem Statement | 10 | 2 (two) | What issue will the federal funding awarded solve? Use statistics and reference material to support the statement(s). |
| 4. Goals and Objectives | 15 | 1 ½ (one & one-half) | How, who, where and when the project (solution to problem stated above) will be accomplished. Measurable objectives are a must! |
| 5. Methods of Accomplishment | 10 | 2 (two) | State the plan to succeed in completing the proposed project. Use tasks |
| 6. Project Evaluation | 10 | 1 (one) | Who will document, what and when accomplishments are made to meet goals. |
| 7. Sustainment of the Project | 5 | 1 (one) | If necessary to continue this proposed project, how will this be accomplished without federal funding from OCJA; include maintenance costs and methods |
| 8. Statement of Coordination | 5 | 1 (one) | Partnerships, coordination, resources that will support the applicant agency in the completion of this project. How are tasks distributed among partners? |
| Total for Narrative | 70 | | |
| 9. Evidence Based Program | 20 EXTRA | 1 (one) | Explain the similarity of the proposed project with program(s) previously approved by Bureau of Justice Assistance proven crime solutions or “Evidenced Based Programs”. |
| 10. Disclosure of current federal funds and Technology Statement | N/A | N/A | OJP requires applicant agencies disclose information about current application for, or other sources of federal funding supporting the same project. When applicable, confirmation that applicant’s Technology Department reviewed the request. |



OFFICE OF CRIMINAL JUSTICE ASSISTANCE
GRANT APPLICATION 2016

Application – Instructions

Section III – Budget (15 points)

The Budget section is downloaded separately from Sections I, II and IV in Excel format to maintain the required federal format and ease of use. The form contains detailed instructions on how to complete each field. Contact OCJA's main telephone at (775) 687-3700 with any questions, concerns, or suggestions.

Section IV – Certifications (10 points)

Section IV is also downloaded and provided separately from the other 3 sections. See below for a list of the forms contained in this section. OCJA will supply the latest version of these forms. Please make sure the authorized official(s) sign these forms in BLUE ink. This will confirm the submission of the original documents.

1. Standard Assurances
2. Standard Certifications, lobbying, debarment, suspension and other responsibility matters, and drug free workplace
3. Equal Employment Opportunity Plan Certification – EEO
4. Civil Rights Requirements

NOTICE: All applications are subject to public review. When sensitive procedural information is necessary in the application two options are open: 1. OCJA will accept a final redacted copy without the sensitive information. 2. The applicant agency may make note of the sensitivity in the application and request a verbal decision regarding the sensitive information.

TIPS:

- Submit the original and 3 hard copies of the Application Package to OCJA and send the electronic version of Sections I, II and III via email to ocja@dps.state.nv.us .
- OCJA only accepts clipped or stapled hard copies of original application and copies.