

**Edward Byrne Memorial Justice Assistance Grant (JAG) Formula Program:
FY 2023 Local Solicitation**

Greater Cleveland Area JAG

City of Cleveland, Ohio

Program Narrative

A. Description of the Issues

Strategy/funding priorities: The city of Cleveland and subgrantee agencies (Cuyahoga County and the cities of Euclid, Parma, Cleveland Hts., East Cleveland and Garfield Hts.) have selected funding priorities including police support staff and police equipment upgrades.

Subgrant award process and timeline: The funding will be distributed as follows:

Jurisdiction	Allocation	Program
CUYAHOGA COUNTY	\$100,000	MDT and In-Dash Cameras
CLEVELAND	\$564,348	Police support staff and Security Equip
GARFIELD HTS	\$17,066	Cell Phone Extraction System
CLEVELAND HTS	\$12,719	Cloud Storage for Evidence
EUCLID	\$27,576	WatchGuard video equipment
PARMA	\$13,289	3D Scanner
EAST CLEVELAND	12,292	Flock Camera System

The City of Cleveland will be the fiscal agent and will spend no more than \$28,217 of their share of the funding to administer this grant on behalf of all jurisdictions.

Once the award is issued, it will take approximately one month to enter into contracts with the subgrantee agencies. All funding should be expended by the

subgrantee agencies within one year of the contracts being finalized. Cleveland's funding will be used within two years of the award date.

Programs to be funded: The Cleveland Division of Police will maintain the employment of six police support staff. This includes four fingerprint examiners and two intelligence analysts. The work of these people is critical to the division of police. These positions are not in the general budget nor is there room to add them. Without this funding these positions would be eliminated.

Cleveland will also spend funding to send personnel to training that we otherwise do not have the funding for, and to purchase security equipment that is not in our budget.

The city of Garfield Hts will fund a cell phone extraction system. They do not have the funding to purchase this system without this grant.

The city of Euclid will use their funding for new video equipment that is not in their current budget.

The city of Parma will use their funding to purchase a 3D scanner for their crime scene unit. They do not have funds budgeted for this equipment. The State of Ohio will assist with a portion of the cost and this grant will allow them to pay the balance,

The city of Cleveland Hts. will use their funding to purchase cloud storage for evidence, including body camera footage. The funding had not been found to make the purchase.

Cuyahoga County needs to purchase MDTs and in-dash cameras for their Sheriff's Department vehicles. This expense is not in their budget, but is needed.

East Cleveland will use funding to continue funding for their Flock Camera system. They had been struggling to find the funding for this program.

B. Project Design and Implementation

Strategic Planning Process:

For the city of Cleveland, the plan to use JAG funding for fingerprint examiners was designed through meetings with the city and county, and with the city and county as stakeholders. The fingerprint examiners will likely become part of the staff of a regional crime lab and will be processing fingerprint evidence for numerous cities. The network analysts handle technical issues related to numerous regional initiatives, including the Automated Fingerprint Identification System (AFIS) and Automatic License Plate Readers (ALPR).

C. Capabilities and Competencies

The Cleveland Department of Public Safety (DPS) Grants Coordinator, Dawn Heartsong, will ensure all programmatic grant requirements are met. Ms. Heartsong has 26 years of experience managing grants for the city of Cleveland, including awards from \$500 dollars to \$50 million dollars. The fiscal reporting will be managed by DPS Budget Administrator, Amy Hewett. Ms. Hewett is responsible for fiscal grant management for all DPS grants, and has held this position for over seven years.

Additional strategic planning: No additional strategic planning other than what is identified above.

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D. Plan for collecting the data required for this solicitation

Describe the applicant's plan for collection of all performance measure data: The Cleveland Department of Public Safety's Grants Coordinator will create a report form for all subgrantees and collect data from them quarterly. This data will be entered into the PMT system by the Grants Coordinator. We understand the performance data reporting requirements for this grant.

Budget Summary

Budget Summary

Note: Any errors detected on this page should be fixed on the corresponding Budget Detail tab.

Budget Category	Year 1		Year 2 <i>(if needed)</i>		Year 3 <i>(if needed)</i>		Year 4 <i>(if needed)</i>		Year 5 <i>(if needed)</i>		Total(s)
	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	
A. Personnel	\$314,392	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$314,392
B. Fringe Benefits	\$146,004	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$146,004
C. Travel	\$18,040	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,040
D. Equipment	\$0	\$0	\$85,912	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$85,912
E. Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
F. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
G. Subawards (Subgrants)	\$182,942	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$182,942
H. Procurement Contracts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
I. Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Direct Costs	\$661,378	\$0	\$85,912	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$747,290
J. Indirect Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Costs	\$661,378	\$0	\$85,912	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$747,290

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N No

Budget Detail - Year 1

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N

No

(DOJ Financial Guide, Section 3.10)

A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation						Non-Federal Contribution	Federal Request
		<i>Show annual salary rate & amount of time devoted to the project for each name/position.</i>							
		Salary	Rate	Time Worked <small>(# of hours, days, months, years)</small>	Percentage of Time	Total Cost			
Dawn Heartsong - Overtime	Grant Coordinator	\$46.02	hourly	400	100%	\$18,408		\$18,408	
A. Hedrick	Intel Analyst	\$26.50	hourly	2,080	100%	\$55,120		\$55,120	
J. Smith	Intell Analyst	\$26.10	hourly	2,080	100%	\$54,288		\$54,288	
M. Berry-Wheatley	Fingerprint Examiner	\$22.25	hourly	2,080	100%	\$46,280		\$46,280	
M. Phillips	Fingerprint Examiner	\$22.25	hourly	2,080	100%	\$46,280		\$46,280	
M. Johnson	Fingerprint Examiner	\$22.95	hourly	2,080	100%	\$47,736		\$47,736	
S. McMullen	Fingerprint Examiner	\$22.25	hourly	2,080	100%	\$46,280		\$46,280	
Total(s)						\$314,392	\$0	\$314,392	
Narrative									

Purpose Area #4

Four Fingerprint Examiners and two Intelligence Analysts currently being funded by FY18 JAG will continue their employment. These are police support staff who are critical to police operations. City of Cleveland employees who regularly manage grants will work on administering this grant on an overtime basis. (This is part of the Administrative Expenses that will be used by Cleveland as the fiscal agent. A total of \$21,256 will be spent on administration (overtime plus standard benefits). Fringe amounts are standard for city employees.

B. Fringe Benefits

Name	Computation				
<i>List each grant-supported position receiving fringe benefits.</i>	<i>Show the basis for computation.</i>				
	Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
Worker's Comp	\$287,291.00	2.80%	\$8,045		\$8,045
PERS (Public Employees Retirement System)	\$287,291.00	14.00%	\$40,221		\$40,221
Employer's FICA (Medicare only)	\$287,291.00	1.45%	\$4,166		\$4,166
Health/Life/Vision/Dental Insurance	\$93,571.98	100.00%	\$93,572		\$93,572
	Total(s)		\$146,004	\$0	\$146,004

Narrative

Health insurance is \$15,595.33 X 6 employees. Benefit rates are standard for city employees

C. Travel										
Purpose of Travel	Location	Type of Expense	Basis	Computation						
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>						
				Cost	Quantity	# of Staff	# of Trips	Total Cost	Non-Federal Contribution	Federal Request
National Homeland Security Conference - Training (Registration Fee)	Miami Beach, FL	Other	N/A	\$700.00	1	8	1	\$5,600		\$5,600
National Homeland Security Conference - Training	Miami Beach, FL	Meals	Day	\$55.00	6	8	1	\$2,640		\$2,640
National Homeland Security Conference - Training	Miami Beach, FL	Lodging	Night	\$125.00	5	8	1	\$5,000		\$5,000
National Homeland Security Conference - Training	Miami Beach, FL	Transportation	Round-trip	\$600.00	1	8	1	\$4,800		\$4,800
				Total(s)				\$18,040	\$0	\$18,040

Narrative

We will send eight Public Safety employees to the National Homeland Security Conference in Miami Beach in 2024. The conference provides valuable information to emergency managers and first responders regarding preparing for and mitigate large scale incidents such as mass shootings and natural disasters. The employees will represent Police, Fire, EMS, Emergency Management, and Public Safety Administration. We do not have funding in our budget for this expense

Purpose Area #4

G. Subawards (Subgrants)										
Description		Purpose			Consultant?		Computation			
Provide a description of the activities to be carried out by subrecipients.		Describe the purpose of the subaward (subgrant)			Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.		Total Cost			Federal Request
							Total Cost	Non-Federal Contribution	Federal Request	
City of East Cleveland		Flock Camera System			No		\$12,292		\$12,292	
City of Parma		3D Scanner			No		\$13,289		\$13,289	
Garfield Hts		Cell phone extraction hardware and software program			No		\$17,066		\$17,066	
City of Euclid		WatchGuard video equipment			No		\$27,576		\$27,576	
Cuyahoga County		5 MDT and 10 In Dash Cameras			No		\$100,000		\$100,000	
Cleveland Heights		100 TB of Cloud Storage for evidence			No		\$12,719		\$12,719	
Total(s)							\$182,942	\$0	\$182,942	
Consultant Travel (if necessary)		Computation								
Purpose of Travel	Location	Type of Expense		Compute the cost of each type of expense X the number of people traveling.						
Indicate the purpose of each trip or type of trip (training, advisory group meeting)	Indicate the travel destination.	Hotel, airfare, per diem		Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request	
				\$0			\$0		\$0	
Total				\$0			\$0		\$0	
Narrative										

Purpose Area #4

The subgrantees are the other jurisdictions that are part of this grant program. Cuyahoga County will purchase Mobile Data Terminals (5 X \$3,800) and Dash Cameras (10 X \$8,100). Parma will purchase one 3D scanner for their crime scene unit. Garfield Hts. will purchase cell phone extraction hardware and software. Cleveland Heights will purchase 100 TB of cloud storage for evidence. Euclid will purchase video equipment. East Cleveland will pay for a Flock Camera system

H. Procurement Contracts

Description	Purpose	Consultant?	Computation					
<i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sale source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i>	<i>Describe the purpose of the contract</i>	<i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>			
						\$0		
Total(s)			\$0	\$0	\$0			
Consultant Travel (if necessary)								
Purpose of Travel	Location	Type of Expense	Computation					
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Hotel, airfare, per diem</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>					
			<i>Cost</i>	<i>Duration or Distance</i>	<i># of Staff</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>

D. Equipment		Item		Computation			
<i>List and describe each item of equipment that will be purchased</i>		<i>Compute the cost (e.g., the number of each item to be purchased X the cost per item)</i>					
		# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request	
Mobile Security Unit		1	\$85,912.00	\$85,912		\$85,912	
Total(s)				\$85,912	\$0	\$85,912	
Narrative							

We will purchase a mobile security unit. This is a quick response communication and camera solution that is portable and can be deployed quickly to deter crime and provide evidence for criminal activity. All local purchasing procedures will be followed.