

Title Page

**A. Program Area:** SWP - State-wide Program  
 ✓ NBN - NIBN  
 CLB - Crime Lab Backlog  
 CCB - Court Case Backlog  
 LEP - Law Enforcement Program  
 CVI - Community Violence Intervention  
 OTH - Other

**B. Title of Project:** Mansfield Division of Police - Violence Reduction

**C. Project Period:** 4/1/2022 to: 3/31/2024 Extension:

**D. Continuation of Subgrant Number:**

**E. Focus of Application:** ✓ City County Township Village State

**F. Budget Summary:** OCJS Funds: \$21,000.00  
 Cash Match: \$0  
 Inkind Match: \$0  
**Total Budget: \$21,000.00**

See Directives for Eligibility

**G. Project Director:** Prefix: Mr. First Name: Shane M.I.: Last Name: Gearhart Suffix:  
 Title: Lieutenant Agency: Mansfield Division of Police  
 Address: 30 N. Diamond St. City: Mansfield Zip: 44902 - 1702  
 Phone: 4197559716 Ext. Fax: 4197559447  
 Email: sgearhart@ci.mansfield.oh.us County: Richland

**H. Implementing** Prefix: Mr. First Name: Keith M.I.: Last Name: Porch Suffix:  
 Title: Chief Agency: Mansfield Division of Police  
 Address: 30 N. Diamond St. City: Mansfield Zip: 44902 - 1702  
 Phone: 4197559750 Ext. Fax: 4197559447  
 Email: kporch@ci.mansfield.oh.us County: Richland  
 Website:

**I. Subgrantee:** Prefix: Mr. First Name: Timothy M.I.: Last Name: Theaker Suffix:  
 Title: Mayor Agency: City of Mansfield  
 Address: 30 N Diamond St. City: Mansfield Zip: 44902 -  
 Phone: 4197559626 Ext. Fax: 4197559727 Subgrantee  
 Email: ttheaker@ci.mansfield.oh.us County: Richland Tax I.D.: 346001795

**Vendor ID and Address code to be completed by OCJS:** Duns Number: 141081856

Non-State Agency OAKS Vendor ID	OAKS Address Code	Primary Place of Performance:
0000102385	001	City: Mansfield
State Agency OAKS Vendor ID	Vendor Location	State: Ohio
	EFT-1	Zip: 44902 - 1702
Reporting	Agency Use	
DPSOCJSEVR	DPS0000320	

Title Page

**Overage**

**Split Funding**

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**Law Enforcement / Violence Reduction**

(NOTE: Law enforcement agencies must be contributing crime data to OIBRS or the FBI's NIBRS Collection Application to be eligible)

Examples of programs and activities that may be eligible for funding:

- Hiring and funding law enforcement personnel up to pre-pandemic levels
- Hiring and onboarding activities
- Hiring bonuses
- Retention bonuses and incentives
- Other retention activities
- Law enforcement technology to reduce violence
- Law enforcement violence reduction programs
- Prosecution of offenders
- Community violence intervention programs, including but not limited to the following:
  - o Focused deterrence
  - o Violence interrupters
  - o Street outreach
  - o Hospital-based violence intervention models

**PURPOSE: HIRING AND PAYROLL**

To qualify for the hiring allowances list above, complete ONE of the following, depending on whether hiring is to replace vacant or eliminated positions or to increase staffing levels to pre-pandemic levels (which can be adjusted up by 7.5%). "Yes" required to be eligible.

1.  
Filling positions left vacant or eliminated during the pandemic  
Were positions vacated or eliminated between 1/27/20 and 3/3/21?      Yes ✓      No  
# of staff as of 1/27/20:      82  
# of staff as of 3/3/21:      75

- OR -

2.  
Hiring staff up to and above (by up to 7.5%) pre-pandemic levels  
Was your number of FTEs on 3/3/21 lower than on 1/27/20 (x 1.075)?      Yes ✓      No  
# of FTEs as of 1/27/20:      82 x 1.075 =      88  
# of FTEs as of      78  
3/3/21:

**PURPOSE: RETENTION BONUSES, INCENTIVES AND ACTIVITIES**

All law enforcement agencies can qualify to apply regardless of staffing levels. However, retention incentives/bonuses can only be paid if there is a likelihood of the employees leaving without the incentives/bonuses. Also, "retention incentives must be entirely additive to an employee's regular compensation, narrowly tailored to need, and should not exceed incentives traditionally offered by the recipient or compensation that alternative employers may offer to compete for the employees. Treasury presumes that retention incentives that are less than 25 percent of the rate of base pay for an individual

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employee or 10 percent for a group or category of employees are reasonably proportional to the need to retain employees, as long as other requirements are met.” (Coronavirus State & Local Fiscal Recovery Funds: Overview of the Final Rule, p. 28). See Request for Proposals for further detail.

**PURPOSE: VIOLENCE REDUCTION**

To qualify for law enforcement violence reduction programs or technology, prosecution of offenders, or other violence reduction programs (other than community violence intervention programs), complete the following. “Yes” required for one or both to be eligible.

Has violence in the community increased since the pandemic began? Yes ✓      No

Explain/Demonstrate:

Violent crime in the community has increased by 2.3% overall since the pandemic began. Gun related crime has increased significantly since the pandemic began with a rise of nearly 40%

Has the community experienced increased difficulty addressing the effects of violence (even if the level of violence has not increased)? Yes ✓      No

Explain/Demonstrate:

Continued staffing shortages contribute to reduction in community involvement through neighborhood watch and

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other community initiatives. This has resulted in strained relationships with community members and requests for additional police presence in several areas.

Will the proposed program provide services to support those living within Qualified Census Tracts (QCT)?

Yes ✓

No

Identify the QCT(s) to be served and how the residents of the QCT(s) will be served:

QCT 6 is in the heart of the Mansfield Division of Police Zone 3. The QCT 6 area has been identified as an area of the city that will benefit from the FLOCK LPR's, Shotspotter, and additional officers hired from recruitment efforts.

**PURPOSE: COMMUNITY VIOLENCE INTERVENTION PROGRAMS**

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All communities can qualify to apply regardless of increases/decreases in violence.

Narrative

Please see the Request For Proposal (RFP) for this grant program for guidance on completing this section. The RFP can be found at [www.ocjs.ohio.gov](http://www.ocjs.ohio.gov)

The City of Mansfield, Ohio is the county seat for Richland County, a mostly rural area with a population of over 126,000 residents. Mansfield is a typical mid-west blue collar community with an approximate population over 47,000 residents in 2021. It is also the largest city in Richland County.

For the last several years, the City of Mansfield has faced a threat to the safety of our community due to a police staffing shortage. This shortage is the result of several factors including the current social climate, negative attitudes towards the policing profession, COVID-19, and the city's inability to provide an attractive salary and incentive package due to a tax base reduction as numerous factories and businesses have moved out of the city and/or closed. The Division is currently at a 26.5% reduction in police officers (authorized 102 officers, currently at 75), with more reductions forecasted due to expected retirements. In 2020 and 2021, the division lost 20 sworn officers to retirement, resignation or termination while only filling 12 of those vacated positions. Based on assessments and discussions regarding recruitment, a more robust and technologically advanced recruitment effort to include state of the art media announcements and communication strategies would improve the number of interested candidates. Although the division worked closely with the city Human Resources department to recruit new officers, we are experiencing a significant reduction in the number of candidates testing or interested. An aggressive recruitment campaign has been developed to increase candidate numbers however, due to budgetary restraints, without additional funding several elements of that effort cannot be implemented. This staffing reduction has led to significant vacancies in the Detective Section whose officer's follow-up on felonious assaults, gun crimes and other violent felony cases. The staffing shortage has also effected the Division's neighborhood Impact Section (NIS), our version of the community policing unit as Command Staff has continuously pulled from both units to keep street patrol levels at a safe number. The current lowered NIS staffing has adversely affected neighborhood watch (NW) group participation due to the lack of community engagement officers. In 2012, there were over 30 neighborhood watch groups and 4 NIS officers. Currently, there are only 10 active NW groups in the city that meet regularly to address issues in their respective neighborhoods with only 1 NIS officer to manage and facilitate the needs of each.

In 2013, gun violence totals began to steadily increase from 55 shootings in 2013 to 66 shootings in 2015. This led to an evidence-based "Focus Deterrence" project. The "Focus Deterrence" project worked to identify the most violent gun crime offenders within the city. From 2015 to 2019 there was a steady decline in total gun violence incidents. This was in part due to a proactive enforcement approach using crime analysis and "hot-spot" policing, in unison with "Focus Deterrence" to target identified high crime areas and those responsible for the gun violence. This collaborative effort involving local, state, and federal agencies as well as local advocacy groups; effectively addressed the areas and targeted those who were identified and responsible for the gun violence incidents. Those responsible for a major part of these types of crimes were gang members between the ages of 14-30 years of age. The 3 gangs prevalent in the city are, "ABM", "4-Block", and "5-Block". These gangs are responsible for a majority of the violent and gun related crime in the city. These gangs operate in the city's "3B" Zone/Sector and the "2A" and "1A" areas. Unfortunately, due to the COVID-19 Pandemic the Division was required to limit person-to-person contacts to curb the spread of the virus. Therefore many in-person activities such as Focus Deterrence and proactive enforcement were cancelled. This had a drastic negative impact on our firearm related crimes. With the current staffing shortages, it has been difficult to restart the project.

In 2021, overall firearm related crimes remained nearly unchanged from 502 in 2020, compared to 503 in 2021. However, "Felonious Assaults" with firearms, rose 22.8% from 2020 while "Shooting into a Habitation" decreased 16.9% (65 compared to 54) in 2021 compared to 2020. "Shots Fired" calls saw a decrease from 449 incidents in 2020 to 353 in 2021, a decrease of 21.8%. So far in 2022, 1st quarter firearm related offenses are showing a decrease of 18.1% as compared to the 1st quarter of 2021 with a 57.1% decrease in "Felonious Assaults" as compared to the same time period in 2021. Although overall firearms related incidents in 2021 remained stable, the number of shootings showed an alarming increase of 46.67% (45 in 2020 to 66 in 2021). From 2019-2020, the Division saw a total of 6 Homicides. In 2021, there were no homicides recorded as a result of community gun violence. These numbers are most likely the result of the two projects that were implemented over the past 24 months, ShotSpotter gunshot detection equipment and Flock LPR's. By combining both technologies, the community has seen a direct correlation in violent gun crime reduction. Not only has there been a reduction in some types of gun crime but, Shotspotter has reduced officer response times to several felonious assaults with firearm incidents. These reduced response times resulted in officers arriving in time to implement lifesaving, immediate aid to gunshot victims, collect crucial evidence and identify or apprehend suspects responsible for gun violence. If these trends continue, and additional technologies can be implemented, 2022 should show reductions in overall gun violence in nearly all categories for firearm related offenses..

Narrative

With the Division struggling to fill current and anticipated vacancies, seeing gun related crimes decrease will help reduce the call volume on the patrol shifts and free up detectives so they can focus on quality of life crimes that negatively impact the community. It is imperative that we come up with creative and more efficient approaches to combat/reduce violence and gun crime. A significant means of controlling gun violence boils down to recruitment, retention and staffing. The average time to recruit, test, hire and train a new officer is approximately 18 months. Therefore until the effects of a new recruitment campaign can be felt and staffing reductions are overcome, we must rely on the current and future technologies such as Shotspotter and FLOCK LPR's to facilitate the effective reduction of violence and gun crime within the city. When staffing reductions are overcome, officers can be reassigned to the Neighborhood Impact Section where efforts to combat/reduce violence and gun crime through a more effective community approach can be reinstated. Officers on patrol will be able to spend more time on building relationships within the community where they are assigned and intimately address concerns in the areas they patrol. While overcoming staffing shortages is a primary concern, utilizing technology as a force multiplier will undoubtedly assist in the reduction of violence and gun related crimes now and well into the future. This technology, when combined with a fully staffed Police Division, will allow us to implement several evidence based community and police led programs proven to successfully reduce and deter violent crime, with effects that will last for years to come.

### Executive Summary

The Executive Summary serves as a concise and accurate description of the proposed project. Information in the Summary is forwarded to the Governor's Office and other local, state and federal agencies for public information requests. Summary information must be submitted in the space provided.

The purpose statement is a clear concise statement that explains the purpose of the project. It describes what the applicant is going to do; the population that is going to be served; how it will be accomplished; and why it is important.

### **PURPOSE STATEMENT**

The City of Mansfield, Ohio is the county seat for Richland County, a mostly rural area with a population of over 126,000 residents. Mansfield is a typical mid-west blue collar community with an approximate population over 47,000 residents in 2020. It is also the largest city in Richland County.

The City of Mansfield has faced a threat to the safety of our community due a police staffing shortage over the past few years . This shortage is the result of several factors including the current social climate, COVID-19, negative attitudes towards the policing profession as well as the city's inability to provide an attractive salary and incentive package due to a tax base reduction. The Division is currently at a 26.5% reduction in police officers (authorized 102 officers, currently at 75), with more reductions expected due to retirements. An aggressive recruitment campaign has been developed that includes, billboards, a high quality recruitment video, a media blitz and brochures. However due to budgetary restraints, additional funding is required to implement several elements of that recruitment effort.

With the Division struggling to fill current and anticipated vacancies, in addition to recruitment, it is imperative that we continue to improve our technology based, data driven approaches to combat violence and gun crime. Several initiatives have been implemented however additional funding will be necessary to achieve each initiatives full potential. The Mansfield Division of Police is proposing an effort to focus on the collection of data from additional technology resources to further reduce firearm related offenses and violence within our city. This technology driven approach will not only rely on future technology purchases but, also use current data driven, collection technology we have in place such as our "Shotspotter" gunshot detection system and Flock Automated License Plate Readers. Currently "Shotspotter" covers 1 sq. mile of the city that was identified using recent gun violence data as being the area of the city most affected by gun-related crimes. It is the intent of the Division to use monies from this grant to pay for 3 sq. miles of "Shotspotter" coverage area. This additional coverage area will act as a force multiplier to effectively combat violent gun crime while better assisting officers, and detectives with case investigations.

Additionally, this project would allow for the purchase of 20 FLOCK Automated License Plate Readers (ALPR's) that will be placed in known high crime and hot spot areas throughout the city. By purchasing additional FLOCK LPR's, the Division would be able to fully integrate another data driven technology enhancing our gun crime and violence reduction initiative, as it too would act as a force multiplier. The limited number of ALPR's we currently have, were placed in strategic areas to cover the main thorough fares into and out of the city. This has left the known hot spot areas uncovered by the technology. The FLOCK LPR's currently in place have already proven helpful in locating suspects of violent crime. The additional LPR's would collect vehicle data used not only for investigative purposes to identify suspects immediately after a crime, but also serve as a pro-active approach to identify frequent visitors to high crime/drug sale areas.

To ensure the two technologies are implemented to their fullest potential , this grant would be used to hire and provide wages for a crime analyst to manage the data collection and crime prevention effort. This crime analyst would work to improve coordination and collaboration with Division officers, investigators, task forces and surrounding agencies that may benefit from the use of these systems.

If these additional technologies and a robust recruitment effort can be implemented , we believe that the next several years will show reductions in overall gun violence in nearly all categories of firearm related offenses .

### **PROBLEM STATEMENT**

The City of Mansfield has faced a threat to the safety of our community due a police staffing shortage over the past few years . This shortage is the result of several factors to include; the current social climate, negative attitudes towards the policing profession, COVID-19 and funding. Due to a lack of funding, the city's has not been able to implement an attractive recruitment campaign that was developed to increase the diversity and overall number of individuals interested in a position with the Mansfield Division of Police. The Division is currently operating at a 26.5% reduction in police officers (authorized 102 officers, currently at 75), with more reductions expected due to retirements. Neighborhood Impact officers and detectives have been removed from those critical assignments to ensure patrol is operating at safe levels. In 2021, overall firearm related crimes resulted in 503 incidents. Felonious Assaults with firearms, rose 22.8% from 2020 while the number of shootings rose in 2021 showing an increase of 46.67%. The

### **Executive Summary**

incredible benefit and capability of current Shotspotter and FLOCK LPR technology has proven helpful in many ways however, the technology only covers a small fraction of the identified high violence and gun related crime areas in the city. Data collection efforts with the implementation of additional technologies will require an additional crime analyst to analyze, process and produce intelligence products to help reduce violence and gun crime.

### **PROJECT DESCRIPTION**

The division currently suffers from a significant shortage in staff and a lack of qualified, diverse candidate interest. Therefore this project will provide funding for a strategic recruitment campaign to concentrate on creating a diverse, community based workforce by seeking candidates locally and from around the state. This officer shortage has required us to focusing on technology, data collection, and crime analysis to reduce firearm related offenses and violence within our city. This technology driven approach will rely on future technology purchases and current data collection technology in place such as our Shotspotter gunshot detection system and FLOCK LPR's. This project will provide funds for the purchase of 3 sq. miles of Shotspotter coverage to areas identified as experiencing high crime, drug and firearm related incidents. This project will also add 20 FLOCK LPR's to strategic locations in and around the Shotspotter coverage area, enhancing the data collection capability of officers and investigators working to solve these crimes. This project includes wages for a Crime Analyst who will collect, manage and report the data collected, providing assistance to officers, investigators; local, state and federal partners, task forces and agencies. The Crime Analyst will collect and compare data for the project to see if a measurable reduction in gun crime and violence has been made in the identified areas. This project will be overseen by a project director.

### **PARTICIPATING AGENCIES / COLLABORATION**

The Mansfield Division of Police currently works with and is a part of several partnerships and multi-agency collaboratives effecting many areas of crime prevention and reduction to include; the Northern Ohio Violent Crime Consortium (NOVCC), and the Northern Ohio Violent Fugitive Taskforce (NOVFTF) with the United States Marshal's Office. Other successful collaboratives include the METRICH Drug Taskforce which is a ten county drug task force (largest in Ohio) serving area residents since the mid 1980's with its home office in Mansfield.

As part of the NOVCC Collaboration, we work with several other cities, state, and federal partners to address violent crime in Ohio's Northern District. This project will use current collaborations to include local, state, and federal agencies who can provide staffing and/or legal assistance to support the projects objectives and outcomes. Those partners include the agencies in the NOVCC Collaborative (US Attorneys Northern District Office, Kent State, Akron University, etc.). The most recent collaboration that will add an extra layer of data availability to the project is the NOVCC Crime Analysis Centers Task Force. This Taskforce was implemented by the 8 NOVCC cities and is currently working to link data sharing systems with partner agencies. These data sharing systems include Lumen and LinX.





Travel

Mileage rate cannot exceed federal mileage rate.

✓ If this page is not applicable, check this box and click **SAVE**.

A. Auto	No. Miles	Per Mile	Total
			\$0
			\$0
B. Commercial	Destination	Fare	Total
			\$0
			\$0
C. Per Diem: (Meal & Lodging Only)	No. of days	Rate	Total
			\$0
			\$0
D. Other: (Specify)	No. Items	Rate	Total
			\$0
			\$0
		<b>Travel Total:</b>	<b>\$0</b>

Provide justification for travel (Costs must relate to the project staff & objectives).





**Other Costs**

Audit costs are only supported for Non-Federal entities that expend \$750,000 or more in Federal funds in the organization's fiscal year and are required to arrange for a single organization-wide audit.

If this page is not applicable, check this box and click **SAVE**.

Other Charges	Cost	Terms	Total
Rent-Facilities			\$0
Cost of Ownership			\$0
Telephone			\$0
Utilities			\$0
Bookkeeping/Audit			\$0
Maintenance			\$0
Clerical			\$0
Auto Lease/ST Rental			\$0
Equipment Lease/ST Rental			\$0
Photocopying			\$0
Printing			\$0
Other (Specify) <u>Radio, TV Adv</u>	\$5,000.00	1	\$5,000.00
Other (Specify) <u>Recruitment Video</u>	\$12,000.00	1	\$12,000.00
Other (Specify)			\$0
<b>Other Costs Total:</b>			<b>\$17,000.00</b>

Provide justification for other costs; provide allocation methods where appropriate.

1. Funds will be used for the production of a high quality recruitment video to disseminate via multi-media platforms and at recruitment events. In order to reach a more diverse and broad candidate pool, we must capture the attention of those who are accustomed to viewing information that is relevant, up to date and technologically advance. We will produce a short 30 second video clip to peak interest that will be used via social media platforms however an additional video with a more thorough explanation of the process will also be produced for those candidates that are interested in the position of police officer . With staffing shortages and recruitment personnel limited, this recruitment video when broadcasted via television or social media will reach more candidates than personal interaction could ever reach.

2. Radio and TV advertisement will be created to provide recruitment information and reach additional police candidates . This will ensure local community members as well as travelers from the surrounding counties and across the state will be able to view and hear about our recruitment efforts. These efforts will lead interested candidates to social media and websites with additional information and contacts.

It is our hope that the positive image we present through the video, radio, TV advertisements, and other recruitment efforts planned, assist in our crime prevention efforts. We hope that the information not only reaches candidates interested in a career with the Mansfield Division of Police, but that the information will make the community in general, more aware of who we are, the Mansfield Division of Police and what we represent.

**Indirect Costs**

Indirect Costs may not be used for match.

✓ If this page is not applicable, check this box and click **SAVE**.

<b>Amount of Direct Costs Less Equipment</b>	<b>Percent 0 to 10% %</b>	<b>Total</b>
	<b>Indirect Cost Total:</b>	<b>\$0</b>

Provide justification for Indirect Cost.

Click the Browse button to upload a copy of your federally approved plan, then click **SAVE** to attach to the application.

**Budget Request By Resource & Cost Category**

	1. Matching Funds		2. OCJS Funds	3. Total
	Cash	Inkind		
1. Personnel			\$3,000.00	\$3,000.00
2. Consultant/Contracts				\$0
3. Travel				\$0
4. Equipment				\$0
5. Supplies			\$1,000.00	\$1,000.00
6. Other Costs			\$17,000.00	\$17,000.00
7. Confidential Funds				
8. Indirect Cost				\$0
9. Total Project Budget	\$0	\$0	\$21,000.00	\$21,000.00
OCJS decision				

Please list other Federal, State and Local funding sources received or projected to be received by your Agency in support of the proposed project. If funding is pending please state the projected award date.

Funding Source	Amount	Award Date	Projected Award Date (if applicable)
2020-PS-PSN-438	\$22,000.00	7/1/2021	
2022-VCR-A02-370	\$148,500.00	1/1/2022	
2022-VCR-A02-378	\$123,500.00	1/1/2022	
FY22 Byrne Dis Grant	\$50,000.00	3/15/2022	

What other funding sources are received by your agency in support of your overall program?

The Mansfield Division of Police was awarded 2020-PS-PSN-438 which enabled us to purchase 8 FLOCK LPR camera's that will support the overall objectives of this program. 2022-VCR-A02-370 was used to fund 3 Sq Miles of coverage with "ShotSpotter" and 2022-VCR-A02-378 was used to fund a county-wide LPR project within Richland County. The FY22 Byrne Discretionary grant will be used to fund 1 Sq. miles of coverage with "ShotSpotter".

	Amount	Percentage %
OCJS Funds	\$21,000.00	100.00
Requested:		
Cash Match:	\$0	0.00
In-Kind Match:	\$0	0.00
<b>Total Project Budget:</b>	<b>\$21,000.00</b>	<b>100.00</b>

**Pre Award Conditions**

On behalf of the Ohio Office of Criminal Justice Services (OCJS), I am pleased to inform you that your American Rescue Plan Funding 2022 application has been recommended for funding. In order to receive funding for your project, please address the attached conditions and provide any required forms or documents as requested. Please respond to the conditions no later than 1/6/2023.

Please note that all conditions must be addressed to receive American Rescue Plan Funding 2022 funding, and that failure to return this documentation by may jeopardize funding. For additional information or help regarding these conditions or forms, please contact your grants coordinator.

Section to attach documents in support of Pre-Award Conditions.

[https://www.ocjsgrants.com/\\_Upload/600447\\_919969-CertificationandEEOPQuestions.pdf](https://www.ocjsgrants.com/_Upload/600447_919969-CertificationandEEOPQuestions.pdf)

[https://www.ocjsgrants.com/\\_Upload/600447\\_919970-CertifiedStandardAssurance.pdf](https://www.ocjsgrants.com/_Upload/600447_919970-CertifiedStandardAssurance.pdf)

[https://www.ocjsgrants.com/\\_Upload/600447\\_919971-Pre-awardconditions.pdf](https://www.ocjsgrants.com/_Upload/600447_919971-Pre-awardconditions.pdf)

[https://www.ocjsgrants.com/\\_Upload/600447\\_919972-PRE-AWARDCONDITIONSquestions.pdf](https://www.ocjsgrants.com/_Upload/600447_919972-PRE-AWARDCONDITIONSquestions.pdf)

[https://www.ocjsgrants.com/\\_Upload/600447\\_919973-Sam.pdf](https://www.ocjsgrants.com/_Upload/600447_919973-Sam.pdf)

1. Please click the link labeled FY2022 OCJS ARPA Pre-Award Condition Instructions for Government, Public and Private Agencies above and complete the documents contained and upload to the attachment section. All signatures have to match the names designated for each role on the title page. If signatures do not match the award document will be delayed and the forms will have to be resigned by the proper designees. If changes have occurred since the application was submitted please update the title page before returning your pre-award conditions.

Complete ✓

2. Please be aware that OCJS may contact your agency for a fiscal monitoring or a programmatic monitoring of this grant. If your grant is selected for a monitoring the project director will be contacted. It is important to respond to the monitoring request and provide all requested documentation as soon as possible. Failure to comply may result in having to refund money to OCJS and may affect future funding opportunities for your agency.

Complete ✓

3. OCJS may choose this project to be included in an evaluation of the ARPA program. Acceptance of this award indicates the agency's willingness to participate in any evaluation as requested.

Complete ✓

4. To draw down ARPA funds you must complete a Quarterly Subgrant Report after a signed award document is uploaded and the grant is in the Grant Awarded status. To complete the report navigate to the Main Menu of the grant application in [www.ocjsgrants.com](http://www.ocjsgrants.com). Select the Related Documents and Messages green button at the top of the page. Then click Initiate a/an Quarterly Subgrant Report 2022. This will take you to the QSR menu where you can select View, Edit, Complete Forms then click on the QSR that was started. If you have any questions please contact your regional grant coordinator. The list of regions can be found at [www.ocjs.ohio.gov](http://www.ocjs.ohio.gov) under the Grants tab screen on the bottom right hand side.

Complete ✓

5. Further information regarding the management of your grant can be found in the Standard Subgrant Conditions Handbook. The handbook can be found at [www.ocjs.ohio.gov](http://www.ocjs.ohio.gov) under the grants tab in the grants forms drop down on the right hand side of the screen.

Complete ✓

6. Reporting on objectives will be a requirement of this grant. OCJS will send reporting forms to projects as needed. Deadlines will be included in communications. Failure to meet deadlines may affect funding for all ARPA subgrantees so it is imperative deadlines are met.

Complete ✓

7. Once all pre-award conditions forms are signed and any requested changes are made to the application you can submit the pre-award conditions by navigating to the bottom of this page, clicking the box where there is bold writing – Project Director Acknowledgement – then click the SAVE button at the top. Go back to the bottom and click on the HERE under the Project

Pre Award Conditions

Director Acknowledgement to send the application back.

Complete ✓

8. Please go into the narrative section of the application and add standard objectives in addition to any program-specific ones. The following language must be included:

Staffing/Hiring: To hire public sector law enforcement staff back toward pre-pandemic levels.

Staffing/Retention: To retain public sector law enforcement staff, who are otherwise likely to leave for other employment, throughout the grant period.

\*\*\*Not a hiring grant.

Complete ✓

9. Demonstrate how the requested surveillance equipment is part of a comprehensive violence reduction strategy (if not already articulated and specific to ARPA grants only) at this point.

Complete ✓

10. Provide copies of department policies regulating the use of surveillance equipment. If no such policy exists, the agency should commit to implementing a surveillance policy within a one-year timeframe from the date of award, or in the alternative, no later than submission of the last QSR before grant closing. At a minimum, policies must demonstrate an approval chain of command for the legal use of surveillance equipment and its related data. Failure to provide a policy prior to the close of the grant may disqualify the subrecipient from receiving future funding.

Complete ✓

11. If the city attorney, county prosecutor, or other government entity responsible for legal oversight of the agency's actions have committed support to the use of surveillance equipment and related data, please provide copies. Letters of support are encouraged but not required.

Complete ✓

12. If other community-based or other governmental organizations have committed support to the use of surveillance equipment and related data, please provide copies. Letters of support are encouraged, but not required.

Complete ✓

13. Include plans for sustainability of the surveillance equipment and related data storage, including future funding and maintenance costs.

Complete ✓

14. Certify that purchased surveillance equipment will be used only as described in the grant application. Any technological enhancements that deviate significantly from the equipment-use as described in the grant must first be approved through a programmatic adjustment. By way of example, routine upgrades to fix bugs do not require programmatic adjustments. Enhancements such as facial recognition implementation would first require a programmatic adjustment request and are not guaranteed.

Complete ✓

15. Certify that your agency will review the following components with the vendor prior to signing a contract for purchase and/or deployment of the equipment/technology:

a. Can the data be deleted after 30 days' retention, unless it is actively being used in an investigation?

b. Does the vendor agree that all information captured, stored, generated, or otherwise produced by an LPR system is the property of the agency, regardless of where the info is housed or stored?

c. Does the contract outline and the vendor agree that no one may access the surveillance data produced by the technology, other than the implementing Law Enforcement Agency?

d. Can the vendor maintain a false positive rate of less than 5% for all databases accessed by the surveillance equipment, and if not, what is their current-known false positive rate?

If a contract has already been signed, agency must certify they will review the listed components within 90 days of receiving the award.

Complete ✓

16. Provide copies of department policies regulating the use of surveillance equipment. If no such policy exists, a sample policy will

**Pre Award Conditions**

be provided and the agency should commit to implementing a surveillance policy within a one-year timeframe from the date of award, or in the alternative, no later than submission of the last QSR before grant closing.

Minimum Policy requirements for LPR:

1. Law enforcement personnel who will be accessing/requesting LPR data will be provided a copy of the internal LPR Policy and must submit written acknowledgment of receipt and agreement to comply with the policy.

2. Law enforcement personnel will also receive LPR training on the agency's LPR and /or surveillance equipment policy.

3. Law enforcement personnel will comply with applicable state and federal laws, including <https://www.ecfr.gov/current/title-28/chapter-I/part-23> as well as the LPR Policy in reference to the receipt, use, dissemination, retention and purging of LPR data.

Complete ✓

17.4. Law enforcement personnel will not use the LPR data unless they are searching for vehicles with characteristics relevant to ongoing investigations.

5. Law enforcement personnel may directly or indirectly acquire, use and disseminate LPR data for legitimate law enforcement (criminal nexus, exigency) and homeland security purposes.

6. Information collection and investigative techniques used by the law enforcement personnel must be the least intrusive necessary and analysts are responsible for taking reasonable measures to protect the Privacy/Civil Rights, Civil Liberties of individuals.

7. Law enforcement personnel will not directly or indirectly seek, receive, accept or retain LPR information from an individual who, or information provider that, is legally prohibited from obtaining or disclosing the LPR information.

Complete ✓

18.

Complete

19.

Complete

20.

Complete

**Project Director acknowledgement that Pre-Award conditions have been met. ✓**

**Grant Coordinator acknowledges the Pre-Award conditions have been cleared. ✓**

Total OCJS Amount \$194,000.00

Total Match Amount \$0

Total Amount \$194,000.00

**Grant Planner acknowledges the Pre-Award conditions have been cleared.**

**Award Certificate Upload: 1**

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