



Department of
Public Safety

Mike DeWine, Governor
Jon Husted, Lt. Governor

Andy Wilson, Director
Nicole M. Dehner, Executive Director



Audrea Welch
Grant Coordinator
Pickaway County Sheriff's Office
600 Island Rd P.O. Box 100
Circleville, Ohio 43113

Subgrant Number: 2022-AR-LEP-1016S
Project Title: ARPA LEP - Hiring and Technology

Dear Mrs. Welch:

I am pleased to inform you of the approval and award of the above American Rescue Plan Funding 2022 Grant Program subgrant for which you are the project director. You will find the attached certificate subgrant award. The certificate must be signed by the authorized official of the subgrantee and implementing agency and uploaded to the Ohio Office of Criminal Justice Services Online Grants Management System. You may wish to print a copy of the subgrant award for your records.

The subgrant is bound by the award certificate, completed pre-award conditions, the Standard Federal Subgrant Conditions, which can be found at www.ocjs.ohio.gov and any other conditions communicated through orientations or site visit monitorings. When determining whether to accept the award, consideration should be given to all required conditions. Should you have any questions, please seek clarification prior to accepting the award.

To ensure prompt receipt of funds, please return these documents as soon as possible. It normally takes four to six weeks to process subgrant payments after an approved Quarterly Subgrant Report is completed.

Please direct any grant administration questions to your grant coordinator. Contact information for your grant coordinator is located on the OCJS website at <https://www.ocjs.ohio.gov/grants.stm> and on the "application snapshot" page of your application in the online grants system at www.ocjsgrants.com, or you may call (614) 466-7782 or 888-448-4842 and ask to speak to a grant coordinator.

Sincerely,

Nicole M. Dehner
Executive Director
Ohio Office of Criminal Justice Services

CC: File
Pickaway County Sheriff's Office
Pickaway County Sheriff's Office



Mike DeWine, Governor
Jan Husted, Lt. Governor

Andy Wilson, Director
Nicole M. Dehner, Executive Director

SUBGRANT AWARD AGREEMENT

Subgrant Number: 2022-AR-LEP-1016S

Title: ARPA LEP - Hiring and Technology

In accordance with the provisions of the American Rescue Plan Act of 2021, Public Law 117-2, 135 Stat. 223, Section 9901 Coronavirus State and Local Fiscal Recovery Funds funded through the U.S. Department of the Treasury and Section 217.10 Community Violence Intervention - First Responder Program of the Am. Sub. H.B. No. 169 of the 134th Ohio General Assembly, enacted December 23, 2021, the Ohio Office of Criminal Justice Services (OCJS), as the duly authorized State Agency, hereby approves the project application submitted as complying with the requirements of the fiscal year indicated in the subgrant number above and awards to the foregoing Subgrantee a subgrant as follows:

Subgrantee:	Pickaway County Sheriff's Office		
Implementing Agency:	Pickaway County Sheriff's Office		
Award Periods:	01/01/2023 to 12/31/2024		
Closeout Deadline:	03/01/2025		
Award Amounts:	OCJS Funds:	\$190,578.06	100%
	Cash Match:	\$0.00	
	Inkind Match:	\$0.00	
	Project Total:	\$190,578.06	100%

The terms set forth in the 'Responsibility for Claims' section of the OCJS Standard Federal Subgrant Conditions Handbook are subject to Ohio law, including section 3345.15 of the Ohio Revised Code and the Ohio Constitution. As a result, those terms may not apply to subgrant recipients who are political subdivisions of the state, and do not apply to state instrumentalities.

This Subgrant is subject to the statements as set forth in the approved Programmatic and Budget Application submitted and approved revisions thereto, as well as the OCJS Standard Federal Subgrant Conditions and Special Conditions to this Subgrant, which are attached hereto and hereby included by reference herein. The Subgrant is also bound by all applicable federal guidelines, as referenced in the Standard Conditions. Revisions to this Subgrant Award Agreement must be approved in writing by OCJS.

The Subgrant shall become effective as of the award date, for the period indicated, upon return to OCJS of this Subgrant Award Agreement executed on the behalf of the Subgrantee's and Implementing Agency's authorized official in the space provided below.

3/21/23

Nicole M. Dehner, Executive Director
Ohio Office of Criminal Justice Services

Award Date

The Subgrantee agrees to serve as the official subrecipient of the award, agrees to provide the required match as indicated above, and assumes overall responsibility for compliance with the terms and conditions of the award. I hereby accept this Subgrant on behalf of the Subgrantee.

The Implementing Agency agrees to comply with the terms and conditions of the award. I hereby accept this Subgrant on behalf of the Implementing Agency.

Finance Administrator
Pickaway County Sheriff's Office

3-21-23
Date

Sheriff
Pickaway County Sheriff's Office

3/22/2023
Date

Pre-Award Condition Forms
For Government/Public and Private Agencies



EEO Certification Form

- Complete either Section A, or Section B, or Section C, not all three.
- Obtain signature from the appropriate official from either the implementing agency or subgrantee agency.



Civil Rights and EEO Questions Part 1 Form

- Complete this form in its entirety.
- The responses should be based on the implementing agency.
- A signature is not required on this form.
- Each implementing agency must designate a person to be the civil rights point of contact. The point of contact must take the federal civil rights training at <https://ojp.gov/about/ocr/assistance.htm> and then train implementing agency staff members. Please name the point of contact in the space below. By signing the pre-award condition form, agencies are certifying the civil rights training will be completed and this pre-award condition is being met. The training does not need to take place as part of the pre-award condition process, however it must be completed by the second quarter of the grant.
- Name of civil rights point of contact Gabriel Carpenter



Standard Assurances Form

- This form should be reviewed in its entirety by the project director and authorizing officials for the implementing agency and subgrantee agency.



System for Award Management Profile

- The System for Award Management is the official U.S. government system that consolidated the capabilities of CCR/FedReg, ORCA, and EPLS. Your agency registration/profile is required to be active throughout the grant project period and renewed annually. The profile can be renewed at <https://www.sam.gov/portal/public/SAM>. Please provide proof that your agency is registered and currently designated as active by uploading a copy of the Entity Overview or Entity Record on the pre-award condition page within the online grants management system.



Contact Information

- There is no form associated with this condition; however, all projects are responsible for keeping contact information current. Correspondence will often be sent through the online grants management system to the project director listed for the "organization". This is not the same as the project director listed on the title page. For more information on the organization project director, please refer to the user guide. It is also the project director's responsibility to ensure title page information is updated as well to keep records current. Please contact your grants coordinator with any questions.



Conflicts of Interest

- Subrecipients are required to use Federal funds in the best interest of the award program. Decisions related to these funds must be free of undisclosed personal or organizational conflicts of interest, both in fact and in appearance. Subrecipients are required to disclose in writing any potential conflict of interest to your grant-making component or pass-through entity, as applicable. See the Federal Financial Guide 2 C.F.R. § 200.112.



Suspension/Disbarment

- By signing the Pre-Award Condition Forms subgrantees are certifying that their organization and any organization they are working with as a consultant/contractor is not suspended or disbarred or otherwise found to be ineligible for participating in Federal assistance programs. No organization may participate in these programs in any capacity or be a recipient of Federal funds designated for these programs if the organization has been debarred or suspended or otherwise found to be ineligible for participation in Federal assistance programs under Executive Order 12549, "Debarment and Suspension." (See 45 CFR 75.212.)

By signing below, the project director, implementing agency authorized official and subgrantee authorized official acknowledge that they have read and understand the above information and attached forms.

The signatures must match the names on the title page.

Audrea Welch
Signature

3/16/23 Project Director
Date

[Signature]
Signature

3-16-2023 Implementing Agency Authorized Official
Date

[Signature]
Signature

3/16/23 Subgrantee Agency Authorized Official
Date

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: Pickaway County Sheriff's Office		DUNS Number: 004396784
Address: 600 Island Rd. P.O. Box 100 Circleville, Ohio 43113		
Grant Title: 2022-AR-LEP-1016S	Grant Number: 1016S	Award Amount: \$190,578.06
Name and Title of Contact Person: Audrea Welch		
Telephone Number: 740-420-5769	E-Mail Address: awelch@pickawaysheriff.com	

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- Recipient has less than fifty employees.
- Recipient is a nonprofit organization.
- Recipient is an Indian tribe.
- Recipient is an educational institution.
- Recipient is a medical institution.
- Recipient is receiving an award less than \$25,000.

I, _____ [responsible official],
certify that _____ [recipient] is
not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R § 42.302.
I further certify that _____ [recipient]
will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of
services.

Print or Type Name and Title Signature Date

Section B—Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to the OCR for review as long as it certifies the following (42 C.F.R. § 42.305):

I, _____ Sheriff Matthew O. Hafey _____ [responsible official],
certify that _____ The Pickaway County Sheriff's Office _____ [recipient],
which has fifty or more employees and is receiving a single award or subaward for \$25,000 or more, but less than
\$500,000, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E. I further certify that within the last
twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable
federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for
Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:
The Pickaway County Sheriff's Office _____ [organization],
600 Island Rd, Circleville, Ohio 43113 _____ [address].

MATTHEW O. HAFEY, SHERIFF _____ 03/16/2023
Print or Type Name and Title Signature Date

Section C—Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, _____ [responsible official],
certify that _____ [recipient],
which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in
accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the
Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title Signature Date

OCJS
CIVIL RIGHTS & EEOP QUESTIONS
APPENDIX B - PART I PRE-AWARD CONDITION

SECTION 1: BACKGROUND

1. How many full-time and part time employees are employed by the agency? 100 - this does not include the Sheriff
2. If the agency uses volunteers, approximately how many does the agency have per year? (please count any volunteers separately from paid employees) 13

SECTION 2: EEOP QUESTIONS

1. If the subrecipient is required to prepare an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R. §§ 42.301-.308, does the subrecipient have an EEOP on file for review?
 Yes No
 - a. If yes, on what date did the subrecipient prepare the EEOP? We started using Lexipol for all of our polices in 2020.
2. Has the subrecipient submitted a Certification Form to the OCR certifying compliance with the EEOP requirements?
 Yes No
 - a. If yes, on what date did the subrecipient submit the Certification Form?
The certification form is being sent in with the pre-award conditions packet.

SECTION 3: CIVIL RIGHTS COMPLAINTS, LAWSUITS¹, OR FINDINGS

***ANY COMPLAINTS, LAWSUITS, OR FINDINGS THAT HAVE OCCURRED AGAINST THE GRANTEE WITHIN THE 3 YEARS PRIOR TO THE AWARD DATE MUST BE REPORTED**

If more than one complaint or lawsuit has been filed or more than one finding has been issued, the information requested in questions 1. through 1.d below must be provided for EACH complaint, lawsuit, or finding. Several forms may be needed depending on the volume of complaints.

¹ *Please note: Any lawsuit brought against a police department that alleges violations of civil rights under color of state law (often referred to as § 1983 Actions) MUST be reported in addition to any other complaints, lawsuits or findings. Subrecipient must include the party names, case number, and a short synopsis of the facts and the alleged civil rights violations.

1. Has the agency had any civil rights complaints or civil rights *lawsuits or findings from any state or federal court OR investigative or administrative agency such as the Ohio Civil Rights Commission, Equal Employment Opportunity Commission, or any other administrative agency? (If the answer is yes, please proceed to a – d below. If the answer is no, skip to “Posting Notification” and the questions that follow it.)

Yes No

If yes, circle whichever applicable: **complaint** **lawsuit** **finding**

a. Was the complaint/lawsuit/finding filed or brought by employee(s) of the agency or beneficiaries of services you provide?

Employees _____

Beneficiaries _____

b. Does the complaint/violation/lawsuit involve discrimination based on *{indicate all that apply}*:

- race _____
- color _____
- national origin _____
- religion _____
- gender _____
- disability _____
- age _____
- sexual preference _____
- gender identity (or expression) _____
- limited English proficiency (LEP) _____
- other (please explain) _____

c. What is the current status of the complaint/lawsuit/*finding?
{summarize in the space below}

***If there is a finding by an administrative or investigative agency, what were the recommendations of the agency overseeing the investigation and have those recommendations been met? If not yet met, what is the timeline for meeting those recommendations?**

d. Has the subrecipient complied with the requirement to submit to the OCR any findings of discrimination against the subrecipient issued by a federal or state court or federal or state administrative agency on the grounds of race, color, national origin, religion, gender, disability, or age?

Yes No

If no, notify the grantee that they are required to notify OCR and that they must do so immediately as OCJS is required to report the subrecipient.

POSTING NOTIFICATION:

2. Does the agency notify beneficiaries and employees that the agency does not discriminate on the basis of race, color, national origin, religion, gender, disability, and age in the delivery of services (e.g. posters, inclusion in brochures or other program materials, etc.)?

Yes No

If yes, briefly describe how this notification occurs:

The notification is posted on The Pickaway County Sheriff's Website.

3. Does the agency notify employees and beneficiaries through agency brochures, publications, posters, etc. that the agency does not discriminate on the basis of race, color, national origin, religion, gender, disability, and age in employment practices?

Yes No

If yes, briefly describe how this notification occurs:

In policy 1000.2: In accordance with applicable federal, state, and local law, the Pickaway County Sheriff's Office provides equal opportunities for applicants and employees regardless of actual or perceived race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, age, disability, pregnancy, genetic information, veteran status, marital status, and any other classification or status protected by law. The Office does not show partiality or grant any special status to any applicant, employee, or group of employees unless otherwise required by law. There are also posters hanging on bulletin boards on both sides of our building.

4. Does the subrecipient have written policies or procedures in place for notifying program beneficiaries how to file complaints alleging discrimination by the subrecipient with the Ohio Civil Rights Commission or the federal Office of Justice Programs– Office of Civil Rights?

Yes No

If yes, provide an explanation of these policies and procedures: Policy # 314.5.3

314.5.3 ALTERNATIVE COMPLAINT PROCESS

No provision of this policy shall be construed to prevent any member from seeking legal redress outside the Office. Members who believe that they have been harassed, discriminated against, or retaliated against are entitled to bring complaints of employment discrimination to federal, state, and/or local agencies responsible for investigating such allegations. Specific time limitations apply to the filing of such charges. Members are advised that proceeding with complaints under the provisions of this policy does not in any way affect those filing requirements.

5. Does the subrecipient conduct any training for its employees on the requirements of complying with federal civil rights laws?

Yes No

SECTION 4: REQUIREMENTS RELATED TO PERSONS WITH HANDICAP²

**THE REQUIREMENTS IN SECTION 4 ONLY APPLY TO GRANTEES THAT HAVE
50(+) EMPLOYEES & AWARD AMOUNT OF 25,000(+)
IF THIS DOES NOT APPLY SKIP TO SECTION 5**

If the subrecipient has 50 or more employees and receives DOJ funding of \$25,000 or more, has the subrecipient taken the following actions:

GRIEVANCE PROCEDURES:

1. Adopted grievance procedures that incorporate due process standards and provide for the prompt and equitable resolution of complaints alleging a violation of the DOJ regulations implementing Section 504 of the Rehabilitation Act of 1973? [This Act can be found at 28 C.F.R. Part 42, Subpart G; it prohibits discrimination on the basis of a disability³ in employment practices and the delivery of services.]

Yes No

COMPLIANCE COORDINATOR:

2. Designated a person to coordinate compliance with the prohibitions against disability discrimination contained in 28 C.F.R. Part 42, Subpart G?

Yes No

- a. If yes, provide name of the designated person:

Gabriel Carpenter

POSTING NOTIFICATION:

3. Notified participants, beneficiaries, employees, applicants, and others that the subrecipient does not discriminate on the basis of disability?

Yes No

- a. If yes, describe how (e.g. posters, inclusion in brochures or other program materials, etc.):

There are posters hanging in two locations in the building and it is listed on our policy 314.3.1

314.3.1 DISCRIMINATION

The Office prohibits all forms of discrimination, including any employment-related action by a member that adversely affects an applicant or member and is based on actual or perceived race, ethnicity, national origin, religion, sex, sexual orientation, gender identity or expression, age, disability, pregnancy, genetic information, veteran status, marital status, and any other classification or status protected by law.

Discriminatory harassment, including sexual harassment, is verbal or physical conduct that demeans or shows hostility or aversion toward an individual based upon individual's protected class. It has the effect of interfering with an individual's work performance or creating a hostile or abusive work environment.

Conduct that may, under certain circumstances, constitute discriminatory harassment, can include making derogatory comments; making crude and offensive statements or remarks; making slurs or off-color jokes; stereotyping; engaging in threatening acts; making indecent gestures, pictures, cartoons, posters, or material; making inappropriate physical contact; or using written material or office equipment and/or systems to transmit or receive offensive material, statements, or pictures. Such conduct is contrary to policy and to a work environment that is free of discrimination.

² Note: "handicap" is the term used in the legal definition in the Federal Code, which is why this term is being used rather than "disabled."

³ Disability or handicap under Section 504 of the Rehabilitation Act of 1973 means any person who: (1) has a physical or mental impairment which substantially limits one or more major life activities, or (2) has a record of such an impairment, or (3) is regarded as having such an impairment – the perception of a disability.

SECTION 5: REQUIREMENTS FOR GRANTEES THAT OPERATE AN EDUCATION PROGRAM OR ACTIVITY

If the subrecipient operates an education program or activity, has the subrecipient taken the following actions:

GRIEVANCE PROCEDURES:

1. Adopted grievance procedures that provide for the prompt and equitable resolution of complaints alleging a violation of the DOJ regulations implementing Title IX of the Education Amendments of 1972? [This Act can be found at 28 C.F.R. Part 54; it prohibits discrimination on the basis of sex.]

Yes No

COMPLIANCE COORDINATOR:

2. Designated a person to coordinate compliance with the prohibitions against sex discrimination contained in 28 C.F.R. Part 54?

Yes No

- a. If yes, provide name of the designated person:

POSTING NOTIFICATION:

3. Notified applicants for admission and employment, employees, students, parents, and others that the subrecipient does not discriminate on the basis of sex in its educational programs or activities.

Yes No

- a. If yes, describe how (e.g. posters, inclusion in brochures or other program materials, etc.):

SECTION 6: LIMITED ENGLISH PROFICIENCY (LEP) REQUIREMENTS

1. What reasonable steps⁴ has the subrecipient taken to provide meaningful access to its programs and activities to persons who have limited English proficiency (LEP)?⁵
{summarize in the space below} Please see the attached Policy 332 for full policy information

Policy 332.5 TYPES OF LEP ASSISTANCE AVAILABLE

Pickaway County Sheriff's Office members should never refuse service to an LEP individual who is requesting assistance, nor should they require an LEP individual furnish an interpreter as a condition for receiving assistance. The Office will make every reasonable effort to provide meaningful and timely assistance to LEP individuals through a variety of services.

The Office will utilize all reasonably available tools, such as language identification cards, when attempting to determine an LEP individual's primary language. LEP individuals may choose to accept office-provided LEP services at no cost or they may choose to provide their own. Office-provided LEP services may include, but are not limited to, the assistance methods described in this policy.

2. Does the agency have an LEP policy or a procedure for language assistance services?
 Yes No

SECTION 7: FAITH BASED ORGANIZATIONS

1. Does the agency engage in explicitly religious activities?
 Yes No
2. Does the subrecipient provide federal funded services to eligible beneficiaries regardless of religion, a religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in religious practice?
 Yes No
3. If the subrecipient engages in explicitly religious activities, does it do the following:
- a. Separate the explicitly religious activities in either time or location from the federally funded activities?
 Yes No
- b. Ensure that participation in the explicitly religious activities is voluntary for participants in the federal funded program?
 Yes No

Comments:

⁴ Reasonable steps in the context of LEP requires a four-factor analysis: (1) the number and proportion of LEP persons served/encountered in the eligible service population – what language groups and how frequently they are encountered in the service area (2) the frequency with which LEP individuals come in contact with the program (3) the nature and importance of the program services – i.e. is the LEP individual asking for directions or looking for program area information (for example domestic violence); and (4) the resources available to the recipient.

⁵ Meaningful access in the context of LEP means effective and accurate communication between the grantee and the LEP individual.

4. Does the agency deny service to anyone on the basis of religion?

Yes No

Comments:

5. If the subrecipient is a religious institution or a faith-based organization, does the subrecipient do the following:

a. Provide appropriate notice to program beneficiaries or prospective beneficiaries that the subrecipient does not discriminate on the basis of religion in the delivery of services or benefits?

Yes No

b. Provide appropriate notice to program beneficiaries or prospective beneficiaries that if they object to the "religious character" of the subrecipient, the subrecipient will ensure that participation in the explicitly religious activities is voluntary for participants in the federal funded program?

Yes No

c. Keep a record of the requests for an alternative provider from beneficiaries or prospective beneficiaries who object to the subrecipient's "religious character," noting the subrecipient's efforts to find an appropriate alternative provider and to follow up with the beneficiary or the prospective beneficiary?

Yes No

SECTION 8: VAWA AND OVW FUNDED PROGRAMS

1. If the subrecipient receives funding under VAWA or from OVW, does it serve male victims of domestic violence, dating violence, sexual assault, and stalking?

Yes

No Comments:

2. If the subrecipient receives funding under VAWA or from OVW, does the subrecipient provide sex-segregated or sex-specific services?

Yes No

If yes, describe how the services are sex-segregated or sex specific.

If yes, has the subrecipient determined that providing services that are sex-segregated or sex specific is necessary to the essential operation of the program?

Yes No

If yes, describe how the subrecipient determined that providing sex-segregated or sex-specific services is necessary to the essential operation of the program.

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 3/24/2023.

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/608048_919969-Limited_English_Proficiency_Services\(1\).pdf](https://www.ocjsgrants.com/_Upload/608048_919969-Limited_English_Proficiency_Services(1).pdf)

https://www.ocjsgrants.com/_Upload/608048_919970-SAMEntityInformation-20230316-093903.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. 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 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 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 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

Pre Award Conditions

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.

Complete

9.If funding from this application is being used as retention bonuses please be aware bonuses cannot be awarded to elected officials. Returning these pre-award conditions and accepting this award your agency is certifying it will not pay bonuses to any elected officials.

Complete

10.

Complete

11.

Complete

12.

Complete

13.

Complete

14.

Complete

15.

Complete

16.

Complete

17.

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

Total Match Amount

Total Amount \$0

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