

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:

Wadsworth Police Department Retention Program

C. Project Period:

7/1/2022 to: 7/31/2023 Extension:

D. Continuation of Subgrant Number:

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

F. Budget Summary: OCJS Funds: \$237,956.00

Cash Match: \$0

Inkind Match: \$0

Total Budget: \$0

See Directives for Eligibility

G. Project Director: **Prefix:** Mr. **First Name:** Daniel **M.I.:** L **Last Name:** Chafin **Suffix:**

Title: Chief **Agency:** Wadsworth Police Department

Address: 120 Maple St **City:** Wadsworth **Zip:** 44281 - 1825

Phone: 3303352755 Ext. **Fax:** 3303352779

Email: dchafin@wadsworthcity.org **County:** Medina

H. Implementing **Prefix:** Mr. **First Name:** Matthew **M.I.:** G **Last Name:** Hiscock **Suffix:**

Title: Director of Public Safety **Agency:** City of Wadsworth

Address: 120 Maple St **City:** Wadsworth **Zip:** 44281 - 1825

Phone: 3303352705 Ext. **Fax:** 3303352711

Email: mhiscock@wadsworthcity.org **County:** Medina

Website:

I. Subgrantee: **Prefix:** The Honorable **First Name:** Robin **M.I.:** L **Last Name:** Laubaugh **Suffix:**

Title: Mayor **Agency:** City of Wadsworth

Address: 120 Maple ST **City:** Wadsworth **Zip:** 44281 - 1825

Phone: 3303352706 Ext. **Fax:** 3303352711 **Subgrantee**

Email: rlaubaugh@wadsworthcity.org **County:** Medina **Tax I.D.:** 346002961

Vendor ID and Address code to be completed by OCJS:

Non-State Agency OAKS Vendor ID	OAKS Address Code
0000103917	002
State Agency OAKS Vendor ID	Vendor Location
	EFT-2

Reporting

Agency Use

Duns Number: 082331018**Primary Place of Performance:****City:** Wadsworth**State:** Ohio**Zip:** 44281 - 1825

Title Page

Overage	
Split Funding	

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

The Wadsworth Police Department (WPD), located in Medina County Ohio, seeks funding from the Office of Criminal Justice Services, American Rescue Plan Act Law Enforcement Violence Reduction and Staffing for the purpose of "Retention Bonuses , Incentives and Activities." The purpose of these funds will be to assist the WPD with retaining dispatchers and police personnel .

In the past, our patrol officer civil service tests drew a large number of potential recruits . As an example, in 2009 our patrol test drew 229 applicants. In November of 2021, our first post-pandemic test, the test only drew 35 applicants. Many agencies have responded to these changes by offering lateral transfers or hiring bonuses . In fact, many agencies have taken to nationwide recruiting efforts and are offering both new and current officers new hire bonuses .

Given the changes in the recruiting landscape, it is necessary for agencies to actively pursue their current officers and ensure that they are providing competitive salary and benefit packages as well as ensuring that their employees remain engaged and feel appreciated. Outside of law enforcement specific trends, agencies need to consider changes in the overall workforce dynamic. More than half of our patrol workforce is made up of the millennial generation. In a poll done by Gallup and reported by Business Journal, 60% of millennials stated that they were "open to a different job opportunity," and 36% of millennials reported that they would look for a job within a different organization within the next 12 months if the job market improved. A recent poll, completed by Calibre Press and reported in Police One, showed a high level of job dissatisfaction among those in law enforcement. Only 30% of respondents reported that they would "remain on the job as long as possible." 44.5% indicated that they would like to retire but were waiting until pension eligible, 16.3% reported that they were pension eligible and would retire as soon as possible, and 7.9% stated that they were not eligible but were trying to leave the law enforcement profession anyway.

Specifically at Wadsworth, we have experienced some of these issues. Throughout the pandemic morale among officers began to decline and multiple officers began discussing looking for other opportunities outside the agency . Currently the WPD is at 29 out of an authorized strength of 32 officers. In January 2022, the WPD had an officer retire and begin employment with another law enforcement agency. While he could have easily remained with the WPD in the DROP program , he took into account scheduling and the difference in work with this other agency . In March of 2022, an officer who had served for seven years with the WPD left for another agency. This was followed closely by the resignation of a new hire from 2021. Two additional WPD officers are also actively considering leaving the agency. While these officers are retirement eligible, they are considering other law enforcement options outside of our agency. The WPD also has an officer suffering from the long term effects of COVID and he will be leaving employment in 2022 as well. In total, the WPD could potentially replace seven officers within a twelve month period of time . Policing is a unique profession and requires significant efforts in hiring and training new officers . Once officers leave FTO they consistently report that it takes several years for them to become proficient and feel comfortable in their roles. This period of time requires both intensive supervision and continued training efforts. Given that the WPD already faces the hurdle of onboarding potentially 21% of our overall patrol staff, we need to take measures to reduce the number of officers leaving the agency .

The WPD also maintains our own 24/7 dispatch center. During the latter stages of the pandemic, dispatch staffing suffered. While the Dispatch unit is authorized to have nine dispatchers, by March of 2021 we only had six. This reduction in staffing caused a dramatic increase in overtime related expenditures as well as a dramatic increase in stress experienced by our dispatchers. At least three of our current dispatchers have applied or interviewed with outside agencies. Additionally, at least one dispatcher considered different employment altogether. By providing additional economic incentives, I believe that we will continue to improve our retention issues in our dispatch center.

The WPD is requesting funds from the ARPA Law Enforcement Violence Reduction and Staffing Grant to provide for retention bonuses in order to encourage staff to remain with the WPD. The WPD would like to pay police personnel (Lieutenant, Sergeants, and Officers) and dispatchers a 10% retention bonus, based on their current salary, over an 18 month period. Retention bonuses will not exceed 10% of anyone's annual base salary. The payments would come in six month intervals (July 2022, January 2023, and July 2023) and personnel who voluntarily accept the payments would be required to remain at the agency for one year following each payment. If they accept all three payments, they would agree to remain for 18 months after the final payment. Personnel who leave within the agreed upon time frame would be required to pay back the funds received. This program, if successful, would provide the WPD a three year reprieve from losing staff.

Narrative

It should be noted that officers at the WPD did not receive any bonuses or hazard type pay increases during the pandemic . These payments would effectively provide the officers and sergeants with an additional \$2,522 and \$2,859, respectively, every six months. For dispatchers this would be a payment of \$1,779 every six months. I believe that these additional funds would go a long way to reinforcing to the officers and dispatchers that they are appreciated and that their efforts during the pandemic did not go unnoticed .

The objective of the program is to retain public sector law enforcement staff , who are otherwise likely to leave for other employment, throughout the grant period. The program will be measured by two methods. The first will be the rate of enrollment into the program. Personnel enrolling into the program would support the theory that financial motivation correlates to a potential for retention. Personnel choosing not to enroll in the program would indicate that there are other means outside of a financial motivation that are correlated to employees remaining with the agency. The second method would be to monitor the retention rates of those enrolled in the program. A successful implementation should attempt to create a 100% retention rate among those enrolled.

The plan would be managed and implemented by several individuals and departments at the WPD and the City of Wadsworth . The funds would be managed and tracked by the City Finance Department and Auditor . The Chief of Police, along with the Director of Public Safety and HR Director would craft the agreement language for employees entering the program. The timing of the payments would be coordinated by HR and the Finance Department. The Chief of Police would track the number of officers who enroll in the program along with the retention rates of those officers . The names, salaries, and projected bonus payments for each individual have been listed in the budget portion of the application.

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 Wadsworth Police Department (WPD), located in Medina County Ohio, seeks funding from the OCJS ARPA Law Enforcement Violence Reduction and Staffing for the purpose of 'Retention Bonuses, Incentives and Activities.' The objective of the program is to retain public sector law enforcement staff, who are otherwise likely to leave for other employment, throughout the grant period. The purpose of these funds will be to assist the WPD with retaining dispatchers and police personnel. The COVID-19 pandemic caused a hiring freeze for the positions of dispatchers and officers within the WPD which hindered our ability to replace positions as they were lost to retirements, separations and disabilities due to the long term effects of COVID-19. In addition to the loss of personnel during and continuing since the pandemic and despite renewed hiring processes, the morale of our department personnel declined. Officers and dispatchers worked through the pandemic with declining personnel numbers and had to carry the increased workload with fewer people and no hazard type pay. The loss of personnel and stress during the pandemic has negatively affected our dispatchers and officers causing some to leave for other agencies or employment opportunities and many of those remaining to consider leaving as well. The WPD requests funds to provide incentive based retention bonuses in order to encourage staff to remain with the WPD and bolster morale within the department.

PROBLEM STATEMENT

The Wadsworth Police Department is experiencing issues with staffing and retention. These issues were complicated by the effects of the Covid-19 pandemic and have had a lasting impact on the department. The WPD has seen a dramatic drop in the number of applicants and two officers have voluntarily left the agency. The WPD's current staffing for patrol officers is 29 of an authorized strength of 32 and two additional officers are considering leaving within the year. The WPD also maintains a dispatch center. During the pandemic dispatch staffing was significantly impacted which resulted in an increased workload and decline in morale. Multiple dispatchers have interviewed and applied for positions outside of our agency.

PROJECT DESCRIPTION

The Wadsworth Police Department would like to provide a 10% retention bonus to police and dispatch personnel. The bonuses would be based off of the employees' current salary rates and they would be paid out over three six month periods. The program would require staff to enroll in the voluntary program. By enrolling in the program personnel would agree to stay at the WPD for one year following the payment. All personnel who accept all three payments would agree to stay with the WPD for a total of 18 months after receiving the final payment. Personnel who voluntarily leave the organization within the agreed upon timeframe would be required to pay back their retention bonuses. This program would also include the Police Lieutenant, and the WPD Administrative Assistant/Records Clerk.

PARTICIPATING AGENCIES / COLLABORATION

The Wadsworth Police Department retention bonus project is a single-agency project and will not involve any additional organizations or entities beyond the City of Wadsworth.

The WPD does envision a collaborative effort within the City to include the Police Chief, the Director of Public Safety, the City Auditor and Finance Department, and the Director of HR. The Director of Public Safety, HR Director and the Chief of Police will collaborate to create the voluntary agreement allowing for personnel to enter into the program. The City Auditor and Finance Department will be responsible for tracking the programs funding and facilitating the actual payments to personnel. Collectively managing this program will not be an issue as all of these individuals and departments currently work together in order to maintain the WPD's current payroll.

Personnel Costs**Salaries and Personnel:**

Name/ Vacant	Title	No. Hrs.	Hrly Rate	Total
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
Salary Subtotal:				\$0

Employer's Share of Fringe Benefits:

Fringe Benefits	Rate (%)	Total Yearly Wages	Total Cost
PERS (government agencies)	%		\$0
FICA (private agencies)	%		\$0
Retirement (private agencies)	%		\$0
Unemployment Comp. (max 2.00% on the first \$9,500)	%		\$0
Medicare	%		\$0
Health Insurance			
<i>Fill in the formula: \$ (Monthly Rate) x (# Months) x (FTE)</i>			\$0
Fringe Subtotal:			\$0
Personnel Total:			\$0

Provide justification for each position; list job duties.

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
Travel Total:			\$0

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

Equipment

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

Item(s) Being Purchased	Quantity	Unit Price	Total
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
Equipment Total:			\$0

Provide justification for the equipment requested.

Supplies

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

List of Items to be Purchased	Quantity	Unit Price	Total
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
			\$0
		Supplies Total:	\$0

Provide justification for the supplies; provide allocation method.

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>Retention Bonuses</u>	\$237,956.00	1	\$237,956.00
Other (Specify)			\$0
Other (Specify)			\$0
Other Costs Total:			\$237,956.00

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

All costs will be allocated over three six month terms (Total bonus amounts would be reached by making three equal payments). The salaries are based on calculations using the employee's hourly rate multiplied by 2080 hours (one year full time 40 hour work weeks). The retention bonuses are calculated at 10% of that number. No individual will receive a retention bonus that exceeds 10% of their annual salary.

Sgt. Joe Rose: Salary \$86,840, bonus \$8,684.

Sgt. Michael Patterson: Salary \$86,840, bonus \$8,684.

Sgt. Dawn Schismenos: Salary \$86,840, bonus \$8,684.

Sgt. Seth Petit: Salary \$81,536, bonus \$8,153.60.

Ofc. Katie Sipos: Salary \$79,268.88, bonus \$7,926.88.

Ofc. James Walser: Salary \$79,268.88, bonus \$7,926.88.

Ofc. Andrew Blubaugh: Salary \$79,268.88, bonus \$7,926.88.

Ofc. Matthew Markley: Salary \$79,268.88, bonus \$7,926.88.

Ofc. Adam Innocenti: Salary \$79,268.88, bonus \$7,926.88.

Ofc. Daniel Shonk: Salary \$79,268.88, bonus \$7,926.88.

Ofc. Kyle Haas: Salary \$79,268.88, bonus \$7,926.88.

Ofc. James Allenby: Salary \$79,268.88, bonus \$7,926.88.

Ofc. Tim Reed: Salary \$79,268.88, bonus \$7,926.88.

Ofc. Dakota Lamielle: Salary \$79,268.88, bonus \$7,926.88.

Ofc. Ashley Wanchisn: Salary \$79,268.88, bonus \$7,926.88.

Ofc. Vivian Feke: Salary \$79,268.80, Bonus \$7,926.88.

Ofc. Ben Smith: Salary \$76,148.80, Bonus \$7,614.88.

Ofc. Cody Seiler: Salary \$73,008 bonus \$7,300.80.

Ofc. Nate Ball: Salary \$73,008 bonus \$7,300.80.

Ofc. Corey McFadden: Salary \$73,008 bonus \$7,300.80.

Ofc. Rachel Rittenhour: Salary \$69,784, Bonus \$6,978.40.

Ofc. Luke Yehnert: Salary \$66,601.60, Bonus \$6,660.16.

Other Costs

Ofc. Chris Hardy: Salary \$63,440, Bonus \$6,344

Ofc. James Riddell: Salary \$63,440, Bonus \$6,344

Dispatchers Brian Dodge, Wendy Emrick, Nicole Covil, Heidi Sonntag, Richard Brown, and Julie Bennett: Salaries \$54,932.80, Bonuses \$5,493.28.

Dispatchers Brandy Crall and Savannah Thomas: Salary \$48,734.40, Bonus \$4,873.44

Lt. Dave Dorland: Salary \$100,776, Bonus \$10,077.60.

Total Amount: \$237,956.16

Indirect Costs

Indirect Costs may not be used for match.

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

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

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	\$0	\$0	\$0	\$0
2. Consultant/Contracts	\$0	\$0	\$0	\$0
3. Travel	\$0	\$0	\$0	\$0
4. Equipment	\$0	\$0	\$0	\$0
5. Supplies	\$0	\$0	\$0	\$0
6. Other Costs	\$0	\$0	\$237,956.00	\$237,956.00
7. Confidential Funds				
8. Indirect Cost			\$0	\$0
9. Total Project Budget	\$0	\$0	\$237,956.00	\$237,956.00
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)
Federal	\$0		
State	\$0		
Local	\$0		

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

Our agency does not have any additional sources of funding for this project.

	Amount	Percentage %
OCJS Funds Requested:	\$237,956.00	100.00
Cash Match:	\$0	0.00
In-Kind Match:	\$0	0.00
Total Project Budget:	\$237,956.00	100.00

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 9/23/2022.

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.

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.

Pre Award Conditions

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 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.

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

Pre Award Conditions

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