

*Journal*  
*November 5, 2019*

**PUBLIC HEALTH  
AND SAFETY  
STANDING  
COMMITTEE**

**OFFICE OF CONTRACTING  
AND PROCUREMENT**

October 30, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

6001608      100% City Funding – AMEND 1 – To Provide an Increase of Funds for Cardiac Monitoring Supplies for the City of Detroit's Fire Department EMS Division. – Contractor: Bound Tree Medical – Location: 5000 Tuttle Crossing Blvd., Dublin, OH 43016 – Contract Period: Upon City Council Approval through August 31, 2020 – Contract Increase Amount: \$134,578.20 – Total Contract Amount: \$328,297.22. **FIRE**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER**           **BENSON**          

**RESOLVED**, that Contract No. 6001608 referred to in the foregoing communication dated October 30, 2019, be hereby and is approved.

**OFFICE OF CONTRACTING  
AND PROCUREMENT**

October 30, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3038049      100% City Funding – To Provide an Emergency Demolition for Commercial Property, 5432 W. Vernor. – Contractor: Adamo Demolition Co. – Location: 300 E Seven Mile Road, Detroit, MI 48203 – Contract Period: Upon City Council Approval through October 8, 2020 – Total Contract Amount: \$28,000.00.  
**HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER**           **BENSON**          

**RESOLVED**, that Contract No. 3038049 referred to in the foregoing communication dated October 30, 2019, be hereby and is approved.

OFFICE OF CONTRACTING  
AND PROCUREMENT

October 30, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3038142      100% City Funding – To Provide an Emergency Demolition for Residential Property, 8221 Knodell. – Contractor: Able Demolition, Inc. – Location: 5675 Auburn Road, Shelby Township, MI 48317 – Contract Period: Upon City Council Approval through October 15, 2020 – Total Contract Amount: \$15,554.00.  
**HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER**           **BENSON**          

**RESOLVED**, that Contract No. 3038142 referred to in the foregoing communication dated October 30, 2019, be hereby and is approved.

**OFFICE OF CONTRACTING  
AND PROCUREMENT**

October 30, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3038188      100% City Funding – To Provide an Emergency Demolition for the Following Residential Properties, 13982 Goddard and 15550 Wabash. – Contractor: Able Demolition, Inc. – Location: 5675 Auburn Road, Shelby Township, MI 48317 – Contract Period: Upon City Council Approval through October 15, 2020 – Total Contract Amount: \$27,421.50. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER**           **BENSON**          

**RESOLVED**, that Contract No. 3038188 referred to in the foregoing communication dated October 30, 2019, be hereby and is approved.

**OFFICE OF CONTRACTING  
AND PROCUREMENT**

October 30, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3038305      100% City Funding – To Provide an Emergency Demolition for Residential Property, 2694 Glynn Court. – Contractor: Salenbien Trucking and Excavating, Inc. – Location: 9217 Ann Arbor Road, Dundee, MI 48131 – Contract Period: Upon City Council Approval through October 1, 2020 – Total Contract Amount: \$21,392.00. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER**           **BENSON**          

**RESOLVED**, that Contract No. 3038305 referred to in the foregoing communication dated October 30, 2019, be hereby and is approved.

**OFFICE OF CONTRACTING  
AND PROCUREMENT**

October 30, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3038320      100% City Funding – To Provide an Emergency Demolition for Residential Property, 16185 Bramell. – Contractor: Able Demolition, Inc. – Location: 5675 Auburn Road, Shelby Township, MI 48317 – Contract Period: Upon City Council Approval through October 28, 2020 – Total Contract Amount: \$12,525.01.  
**HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER           BENSON**

**RESOLVED**, that Contract No. 3038320 referred to in the foregoing communication dated October 30, 2019, be hereby and is approved.

**OFFICE OF CONTRACTING  
AND PROCUREMENT**

October 30, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3038452      100% City Funding – To Provide an Emergency Demolition for Commercial Property, 15215 Cherrylawn. – Contractor: Gayanga Co. – Location: 1120 W. Baltimore Suite 200, Detroit, MI 48202 – Contract Period: Upon City Council Approval through October 22, 2020 – Total Contract Amount: \$38,216.00.  
**HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER**           **BENSON**          

**RESOLVED**, that Contract No. 3038452 referred to in the foregoing communication dated October 30, 2019, be hereby and is approved.



**OFFICE OF CONTRACTING  
AND PROCUREMENT**

October 30, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3038455      100% City Funding – To Provide an Emergency Demolition for the Following Residential Properties, 6206 Avery, 6226 Avery and 6881 Minock. – Contractor: Able Demolition, Inc. – Location: 5675 Auburn Road, Shelby Township, MI 48317 – Contract Period: Upon City Council Approval through October 20, 2020 – Total Contract Amount: \$52,772.50. **HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER**           **BENSON**          

**RESOLVED**, that Contract No. 3038455 referred to in the foregoing communication dated October 30, 2019, be hereby and is approved.

**OFFICE OF CONTRACTING  
AND PROCUREMENT**

October 30, 2019

HONORABLE CITY COUNCIL:

The Purchasing Division of the Finance Department recommends a Contract with the following firm(s) or person(s):

3038479      100% City Funding – To Provide an Emergency Demolition for Commercial Property, 3300 E Warren. – Contractor: Able Demolition, Inc. – Location: 5675 Auburn Road, Shelby Township, MI 48317 – Contract Period: Upon City Council Approval through October 21, 2020 – Total Contract Amount: \$17,473.00.  
**HOUSING AND REVITALIZATION**

Respectfully submitted,

Boysie Jackson, Chief Procurement Officer  
Office of Contracting and Procurement

**BY COUNCIL MEMBER**                     **BENSON**                    

**RESOLVED**, that Contract No. 3038479 referred to in the foregoing communication dated October 30, 2019, be hereby and is approved.



October 28, 2019

**TO: HONORABLE CITY COUNCIL**

**Re:** Contracts and Purchase Orders Scheduled to be considered at the Formal Session for October 22, 2019

Please be advised that the Contracts listed were submitted on October 16, 2019 for the City Council Agenda for October 22, 2019 have been amended as follows:

1. The **Contractors Address** was Submitted Incorrectly by the Office of Contracting and Procurement. Please see the correction(s) below:

**Submitted as: Page 1**

**CITYWIDE**

6001603 100% City Funding – To Provide the Assignment of Contract 6001603 from BDM Transport, LLC to Black Circle, LLC for Moving Services. – Contractor: Black Circle, LLC – **Location: 19785 W 12 Mile Road Number 561, Southfield, MI 48076** – Contract Period: August 28, 2018 through August 27, 2021 – Total Contract Amount: \$1,000,000.00.

**Should Read as: Page 1**

**CITYWIDE**

6001603 100% City Funding – To Provide the Assignment of Contract 6001603 from BDM Transport, LLC to Black Circle, LLC for Moving Services. – Contractor: Black Circle, LLC – **Location: 8120 E Jefferson Avenue #4C, Detroit, MI 48214** – Contract Period: August 28, 2018 through August 27, 2021 – Total Contract Amount: \$1,000,000.00.

**Submitted as: Page 1**

**TRANSPORTATION**

6001919 100% City Funding – To Provide the Assignment of Contract 6001603 from BDM Transport, LLC to Black Circle, LLC for Moving Services. – Contractor: Black Circle, LLC – **Location: 19785 W 12 Mile Road Number 561, Southfield, MI 48076** – Contract Period: August 28, 2018 through August 27, 2021 – Total Contract Amount: \$1,000,000.00.



CITY OF DETROIT  
OFFICE OF THE CHIEF FINANCIAL OFFICER  
OFFICE OF CONTRACTING & PROCUREMENT

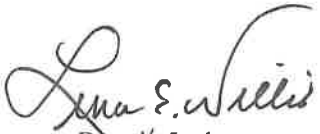
Coleman A. Young Municipal Center  
2 Woodward Avenue, Suite 1008  
Detroit, MI 48226  
Phone: (313) 224.4600  
Fax: (313) 628.1160

**Should Read as:**                      **Page 1**

**TRANSPORTATION**

6001919            100% City Funding – To Provide the Assignment of Contract 6001603 from BDM Transport, LLC to Black Circle, LLC for Moving Services. – Contractor: Black Circle, LLC – **Location: 8120 E Jefferson Avenue #4C, Detroit, MI 48214** – Contract Period: August 28, 2018 through August 27, 2021 – Total Contract Amount: \$1,000,000.00.

Respectfully Submitted,



Boysie Jackson  
Chief Procurement Officer  
BJ/AV

CITY OF DETROIT  
OFFICE OF THE CHIEF FINANCIAL OFFICER  
OFFICE OF CONTRACTING & PROCUREMENT

Coleman A. Young Municipal Center  
2 Woodward Avenue, Suite 1008  
Detroit, MI 48226  
Phone: (313) 224.4600  
Fax: (313) 628.1160

BY COUNCIL MEMBER: \_\_\_\_\_

RESOLVED, that **Contract #6001603 and #6001919** referred to in the foregoing communication dated October 16, 2019 be hereby and is approved.



Date: October 22, 2019

HONORABLE CITY COUNCIL

**RE: RECOMMENDATION FOR DEFERRAL**  
**ADDRESS: 5545 Bedford**  
**NAME: Hartland Investing LLC**  
**Demolition Ordered May 1, 2017**

In response to the request for a deferral of the demolition order on the property noted above, the Buildings, Safety Engineering and Environmental Department (BSEED) submits the following information:

A special inspection conducted on October 18, 2019 **revealed** that the building is secured and appears to be sound and repairable. The owner has paid all taxes and is current. The proposed use of the property is owner's use and occupancy. **This is the 1<sup>st</sup> deferral request for this property.**

**Therefore, we respectfully recommended that the demolition order be deferred for a period of six months subject to the following conditions:**

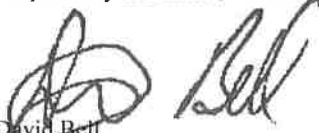
1. **A permit for rehabilitation work shall be applied for within ten (10) business days from the date of the City Council decision.**
2. **BSEED will schedule a Progress Inspection within forty-five (45) calendar days from the date of the rehabilitation permit to determine whether substantial progress has been made. Thereafter, the owner must submit to BSEED detailed inspection reports, with photos showing evidence of the work completed, every forty-five (45) calendar days, for the duration of the rehabilitation work, to demonstrate that substantial progress has been made during the approved time frame for rehabilitation.**
3. **The building shall have all imminently hazardous conditions immediately corrected, be maintained, and securely barricaded until rehabilitation is complete. Rehabilitation work is to be completed within six (6) months, at which time the owner will obtain one of the following from this department:**
  - Certificate of Acceptance related to building permits
  - Certificate of Approval as a result of a Housing Inspection
  - Certificate of Compliance, required for all rental properties
4. **The owner shall not occupy or allow occupancy of the structure without a certificate (as outlined above).**
5. **The yards shall be maintained clear of overgrown vegetation, weeds, junk and debris at all times.**
6. **Prior to seeking a permit extension, the owner must contact BSEED and request to extend the deferral period.**

We recommend that utility disconnect actions cease to allow the progress of the rehabilitation.

At the end of the deferral period, the owner must contact this department to arrange an inspection to evidence that conditions of the deferral have been satisfied and that there has been substantial progress toward rehabilitation. If the building becomes open to trespass or if conditions of the deferral are not followed, the deferral may be rescinded by the City Council at any time and we may proceed with demolition without further notice. In addition, pursuant to the Property Maintenance Code we will issue a Blight Violation Notice.

Any request exceeding three (3) deferrals must be made by petition to City Council through the office of the City Clerk.

Respectfully submitted,

  
David Bell  
Director

DB:bkd

cc: Hartland Investing LLC, 861 Long Lake DR, Brighton, MI 48114  
R & R Investing Group LLC, 861 Long Lake DR, Brighton, MI 48114

CITY CLERK 2019 OCT 28 AM 8:52



Date: October 22, 2019

HONORABLE CITY COUNCIL

**RE: RECOMMENDATION FOR DEFERRAL**  
**ADDRESS: 12740 Mendota**  
**NAME: TW Real Estate and Investment LLC**  
**Demolition Ordered: October 26, 2015**

In response to the request for a deferral of the demolition order on the property noted above, the Buildings, Safety Engineering and Environmental Department (BSEED) submits the following information:

A special inspection conducted on October 17, 2019 **revealed** that the building is secured and appears to be sound and repairable. The owner has paid all taxes and is current. The proposed use of the property is owner's use and occupancy. **This is the 1<sup>st</sup> deferral request for this property.**

**Therefore, we respectfully recommended that the demolition order be deferred for a period of six months subject to the following conditions:**

1. **A permit for rehabilitation work shall be applied for within ten (10) business days from the date of the City Council decision.**
2. **BSEED will schedule a Progress Inspection within forty-five (45) calendar days from the date of the rehabilitation permit to determine whether substantial progress has been made. Thereafter, the owner must submit to BSEED detailed inspection reports, with photos showing evidence of the work completed, every forty-five (45) calendar days, for the duration of the rehabilitation work, to demonstrate that substantial progress has been made during the approved time frame for rehabilitation.**
3. **The building shall have all imminently hazardous conditions immediately corrected, be maintained, and securely barricaded until rehabilitation is complete. Rehabilitation work is to be completed within six (6) months, at which time the owner will obtain one of the following from this department:**
  - Certificate of Acceptance related to building permits
  - Certificate of Approval as a result of a Housing Inspection
  - Certificate of Compliance, required for all rental properties
4. **The owner shall not occupy or allow occupancy of the structure without a certificate (as outlined above).**
5. **The yards shall be maintained clear of overgrown vegetation, weeds, junk and debris at all times.**
6. **Prior to seeking a permit extension, the owner must contact BSEED and request to extend the deferral period.**

We recommend that utility disconnect actions cease to allow the progress of the rehabilitation.

At the end of the deferral period, the owner must contact this department to arrange an inspection to evidence that conditions of the deferral have been satisfied and that there has been substantial progress toward rehabilitation. If the building becomes open to trespass or if conditions of the deferral are not followed, the deferral may be rescinded by the City Council at any time and we may proceed with demolition without further notice. In addition, pursuant to the Property Maintenance Code we will issue a Blight Violation Notice.

Any request exceeding three (3) deferrals must be made by petition to City Council through the office of the City Clerk.

Respectfully submitted,

David Bell  
Director

DB:bkd

cc: TW Real Estate and Investment LLC, 34815 Glenwood, Wayne, MI 48184  
ATTN: Latisha Williams  
TW Real Estate and Investment LLC, P.O. Box85006, Westland, MI 48185

CITY CLERK 2019 OCT 28 AM 8:52



CITY OF DETROIT  
OFFICE OF THE CHIEF FINANCIAL OFFICER  
OFFICE OF DEVELOPMENT AND GRANTS

COLEMAN A. YOUNG MUNICIPAL CENTER  
2 WOODWARD AVENUE, SUITE 1026  
DETROIT, MICHIGAN 48226  
PHONE: 313 • 628-2158  
FAX: 313 • 224 • 0542  
WWW.DETROITMI.GOV

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October 10, 2019

The Honorable Detroit City Council  
**ATTN: City Clerk Office**  
200 Coleman A. Young Municipal Center  
Detroit MI 48226

**RE: Request to Accept and Appropriate a Sub-award of the FY 2018 Project Safe Neighborhoods Grant**

Black Family Development, Inc. has awarded the City of Detroit Police Department with the FY 2018 Project Safe Neighborhoods Grant for a total of \$351,365.00. This grant is a sub-award from the U.S. Department of Justice to Black Family Development, Inc. There is no match requirement for this grant.

The objective of the grant is to create safer neighborhoods through a sustained reduction in gang violence and gun crime. The funding allotted to the department will be utilized to pay for overtime, travel, and supplies for Detroit Police personnel. This is a reimbursement grant.

If approval is granted to accept and appropriate this funding, the appropriation number is 20696.

I respectfully ask your approval to accept and appropriate funding in accordance with the attached resolution.

Sincerely,

Ryan Friedrichs  
Director, Office of Development and Grants

CC:  
Katerli Bounds, Deputy Director, Grants  
Sajjiah Parker, Assistant Director, Grants

This request has been approved by the Law Department

This request has been approved by the Office of Budget

CITY CLERK 2019 OCT 30 AM 10:15A



**RESOLUTION**

**Council Member** \_\_\_\_\_

**WHEREAS**, the Detroit Police Department is requesting authorization to accept a grant of reimbursement from Black Family Development, Inc. in the amount of \$351,365.00, to create safer neighborhoods through a sustained reduction in gang violence and gun crime; and

**WHEREAS**, this request has been approved by the Law Department; and

**WHEREAS**, this request has been approved by the Office of Budget; now

**THEREFORE, BE IT RESOLVED** that the Director or Head of the Department is authorized to execute the grant agreement on behalf of the City of Detroit, and

**BE IT FURTHER RESOLVED**, that the Budget Director is authorized to establish Appropriation number 20696, in the amount of \$351,365.00, for the sub-award of the FY 2018 Project Safe Neighborhoods Grant.

**BLACK FAMILY DEVELOPMENT (BFDI)**  
**Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program**  
**Detroit Police Department Subaward - Provider Contract**

**PROJECT SAFE NEIGHBORHOODS**

**Subaward to The Detroit Police Department from Black Family Development under its Project Safe Neighborhoods Federal Grant Award for Violent Gang and Gun Crime Reduction; Federal Award Number 2018-GP-BX-0036**

**Contract Time Frame – April 16, 2019 – September 30, 2021**

**Contract Subaward Amount - \$351,365.00**

**BLACK FAMILY DEVELOPMENT (BFDI)**  
Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
**Detroit Police Department Subaward - Provider Contract**

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**BLACK FAMILY DEVELOPMENT (BFDI)**  
Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
Detroit Police Department Subaward - Provider Contract

THIS CONTRACT is between **Black Family Development, Inc.**, a Michigan non-profit corporation with principal offices at 2995 East Grand Blvd., Detroit, Michigan 48202 and the **City of Detroit, Police Department** (the contractor) with its principal offices at 1301 Third Street, Detroit, Michigan 48226.

**1. PURPOSE**

- 1.01** The implementation of Project Safe Neighborhoods in the Eastern District of Michigan is designed to “create safer neighborhoods through a sustained reduction in gang violence and gun crime. The effectiveness of Project Safe Neighborhoods is based on the cooperation of local, state, and federal agencies engaged in a unified approach led by the U.S. Attorney's Office.”
- 1.02** The following five design features to address specific gun crime and gage violence will be implemented in Project Safe Neighborhoods: partnerships, strategic planning, training, outreach, and accountability. (See Exhibit 1)

**2. ENGAGEMENT OF CONTRACTOR**

- 2.01** Black Family Development engages the Contractor and the Contractor agrees to faithfully and diligently perform the services according to the terms and conditions contained in this Contract and the standard of profession practice within your respective organization.
- 2.02** City of Detroit, Police Department, as the contractor, shall not subcontract work described in this Contract as subcontracting is prohibited within the terms of the Project Safe Neighborhoods federal grant conditions.

**3. RELATIONSHIP OF PARTIES**

- 3.01** Contractor Status: The relationship between Black Family Development

**BLACK FAMILY DEVELOPMENT (BFDI)**  
Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
Detroit Police Department Subaward - Provider Contract

and said Contractor, as well as their respective employees and agents, is that of Contractor, and neither shall be considered an agent or representative of the other Party for any purposes, nor shall either hold itself out to be an agent or representative of the other for any purposes.

**4. DESCRIPTION OF PROJECT**

**4.01** Project Safe Neighborhoods (PSN) Task Force for the Eastern District, of Michigan, of which City of Detroit, Police Department is a member, will implement a 36 month comprehensive gang and gun crime reduction program to reduce gang crime and violence through coordinated suppression, prosecution, community policing, and prevention, intervention and treatment. Detroit Police personnel, will conduct uniform, plainclothes and undercover operations, including intelligence gathering, and spotting collaboratively with DPD operation units, CVRP, state, federal and county law enforcement agencies

**4.02** “Task Force” is defined as an operational entity that works together in a multi-jurisdictional capacity, on a full-time basis and reports for duty in a space defined as the Task Force Operations Office by the multi-jurisdictional partners.

**5. PERFORMANCE OBJECTIVES**

**5.01 Objective 1:** Establish and expand evidence-based programming in PSN task forces so that they can effectively and sustainably prevent and respond to gun and gang crime.

**5.02 Objective 2:** Create and maintain coordination among federal, state, local, and tribal law enforcement and prosecution officials; researchers; social service providers; and community members with an emphasis on prevention,

**BLACK FAMILY DEVELOPMENT (BFDI)**  
Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
Detroit Police Department Subaward - Provider Contract

tactical intelligence gathering, more vigorous and strategic prosecutions of gun and gang crimes, and enhanced accountability

**6. SCOPE OF SERVICE**

**6.01** The role of the Detroit Police Officer is to protect and serve the people of Detroit. Officers do this by enforcing laws, including traffic codes, and assisting the public in times of crisis. Officers can specialize in different areas of law enforcement, such as detective work, bomb squad, mounted unit, or marine unit. The Detroit Police Department will serve as the primary local law enforcement partner. Detroit Police Department will also provide a Gang Resistance Education and Training (GREAT) Officer.

For purposes of this Task Force, Officers will be working in a multi-jurisdictional unit to include federal, state and additional local law enforcement municipalities to target firearm and gang offenders, investigate violent crimes with a firearm and/or gang nexus, analyze intelligence in concert with Task Force Members, execute arrests, and testify in court. Additionally, duties will include outreach efforts to youth in school, and participate in town hall and community meetings to assist with primary and secondary interventions programming.

As a Project Safe Neighborhoods partner, Detroit Police Department will meet regularly as a Task Force Member to review its respective achievement toward the project's collective strategies, which include: 1) targeted police operations; 2) court/ prosecution partnerships; 3) researcher involvement in the design, implementation and evaluation of activities; 4) probation/parole compliance; 5) school-based interventions and parental empowerment, education; 6) increased community capacity for service delivery, and policing by community and faith-based organizations.

**7. PERFORMANCE METRICS**

**7.01** Project Safe Neighborhoods contractors are required to capture, measure

**BLACK FAMILY DEVELOPMENT (BFDI)**  
Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
Detroit Police Department Subaward - Provider Contract

and report out on data that aligns with establishing and expanding evidence-based programming as outlined in **Exhibit 1, Performance Measures Metric.**

**8. INTERNAL CONTROLS**

**8.01** All contractors are required to have accounting systems that accurately account for funds contracted to them. A contractor's financial management system may be reviewed at any time after receiving a contract.

**8.02** To be an acceptable financial management system, the contractors system must:

- Maintain detailed and auditable records.
- Track the funding received from Black Family Development, Inc. for Project Safe Neighborhoods separately from other grants and other funding sources.
- Document the following information:
  - Amounts received
  - Amounts billed

**9. DEBARMENT & SUSPENSION**

**9.01** All contractors involved in the Project Safe Neighborhoods Grant must complete and return the Debarment and Suspension Certification with their signed BFDI contract. The certification must be submitted to the Chief Executive Officer of Black Family Development, Inc. Guidance on the Government-wide common rule for debarment and suspension is found at Title 2 CFR Part 180. Actions that lead to Debarment and Suspension include; Fraud, Falsifying Certifications, No Drug Free Workplace, Lobbying, Misappropriating Funds, Not Turning In Required Reports, Material Findings In Audits, No Audits and Lack of Internal Controls.

**10. COST ALLOCATIONS**

**BLACK FAMILY DEVELOPMENT (BFDI)**

Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
Detroit Police Department Subaward - Provider Contract

**10.01** Per Title 2 CFR Part 225 and Part 230, Black Family Development, Inc. require that a cost billed to the Project Safe Neighborhoods be all of the following:

- Allowable
- Necessary to the performance of the project
- Reasonable
- Allocable to the project and consistently treated as a direct cost on other projects
- Not profitable
- Claimed against only one contract
- Permissible under State and Federal laws and regulations

**10.02** All costs billed for Project Safe Neighborhoods, must:

- Be approved in the budget
- Be in line with and necessary to achieve the program goals and objectives
- Include sufficient support
- Not be supplanted

**10.03** For purposes of Project Safe Neighborhoods budgeting and billing, the following Table 1 outlines cost that are allowable and unallowable:



**BLACK FAMILY DEVELOPMENT (BFDI)**

**Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
Detroit Police Department Subaward - Provider Contract**

**Table 1. Allowable and Unallowable - Cost Categories**

| Allowable Direct  | Allowable Indirect   | Unallowable  |
|---|--|--|
| <ul style="list-style-type: none"> <li>• Salaries and wages for direct labor employees (including fringe benefits, such as holidays, sick leave, etc.)</li> <li>• Other employee fringe benefits allocable to direct labor employees</li> <li>• Consultant services contracted to accomplish specific project objectives</li> <li>• Travel of direct labor employees</li> <li>• Materials and supplies purchased directly for use on a specific project &lt; \$5k</li> <li>• Equipment &gt; \$5k</li> </ul> | <ul style="list-style-type: none"> <li>• Maintenance of buildings (rent, electricity, heat)</li> <li>• Expenses associated with telephone and IT services</li> <li>• General supplies</li> <li>• Depreciation</li> <li>• Costs associated with overhead staff</li> <li>• Other costs not readily identifiable with a particular project</li> </ul> | <ul style="list-style-type: none"> <li>• Lobbying</li> <li>• Items not included in approved budget</li> <li>• Cost that should be charged to another grant</li> <li>• Alcoholic beverages</li> <li>• Entertainment, including amusements, diversions, social activities, and tickets to shows or sporting events (including associated meals, lodging, rentals, transportation, or gratuities)</li> <li>• Fines and penalties</li> <li>• Visa and passport fees</li> <li>• Write-offs for bad debt expenses</li> <li>• Contributions or donations to charities</li> <li>• Contingencies</li> <li>• Fundraising and investment management costs</li> <li>• Goods or services for personal use</li> <li>• Interest on borrowings, regardless of form</li> <li>• Land acquisition</li> <li>• Compensation of full-time Federal employees</li> <li>• Travel of most Federal employees</li> </ul> |

**11. FRAUD, WASTE AND ABUSE**

**11.01** Contractors for Project Safe Neighborhoods are encouraged to be aware of common contract fraud schemes. This knowledge is the best way to reduce or even eliminate the risk of fraud. Therefore Contractors are required to adopt effective fraud risk-management efforts within their organizations, and to encourage their staff and vendors to do the same in order to prevent and detect fraud as early as possible. Please note that the consequences of contract fraud can include:

- Debarment from receiving Federal Funding or Black Family Development, Inc. contracts
- Black Family Development, Inc. recovery of funds
- Civil lawsuits and criminal prosecution/incarceration
- A combination of all or some of these remedies

**12. BUDGET LINE ITEM CHANGES**

**12.01** Black Family Development, Inc. requires that all changes in contract

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budget line items have prior written approval. In some instances budget line item changes may require a Grant Adjustment Notice (GAN) which will need to be approved by both BFDI and the Department of Justice. Note also that the policy for GAN's is that only one can be approved per award.

**13. INVOICING**

**13.01** All activities for funding reimbursement must be executed within the geographic area defined by the grant proposal. The PSN focus area is Detroit's 9<sup>th</sup> precinct, and hotspots within the 9<sup>th</sup> precinct. This area is bounded by McNichols (South), Gratiot to 7 Mile and 7 Mile to Hayes (East), Hoover to 7 Mile and 7 Mile to Outer Drive (West), and 8 Mile (North).

**13.02** Contractors involved in Project Safe Neighborhoods are required to submit invoices no later than 7 days after the month of the invoice (**Example, May 2019 invoice must be submitted by June 7, 2019, in order to be paid by June 14, 2019 if approved**). Invoices should contain the following pieces of information that tie the expense directly to the funded program:

- Name of contractor and invoice date.
- Invoice number, as assigned by the contractor.
- Description, price, and quantity of the item and/or services actually delivered that match each line in the approved budget. Examples of required and authorized documentation include:
  - Time Sheets
  - Payment Receipts
  - Mileage Forms
  - Conference Registrations including Training Topics and verification of attendance
  - Lodging
- Payment terms that include the contractors' invoice due date.
- Other substantiating documentation or information as required by a contract.
- Name, title, telephone number, and complete mailing address of contract contact person.
- Prior to payment, invoices must be approved by persons in Black Family Development, Inc. with the authority to do so.

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Approved invoices will be paid within 7 days of receipt after funds are received from the Department of Justice.

**14. REPORTING REQUIREMENTS**

**14.01** Black Family Development, Inc. requires contractors for Project Safe Neighborhoods to submit both financial and program reports. These reports describe the status of the invoices billed to the project, compare actual accomplishments to objectives, and provide other pertinent information. Contractor agreements may also include information regarding reporting requirements specific to the particular contract. Progress reports must be submitted within 14 days after the end of the reporting periods for the life of the contract. Unless otherwise noted, the final report, including the final evaluation report, is due within 45 days after the end date of the contract period.

| Report Months                      | 2018-21 Reporting Periods      |                  |                  |                  |
|------------------------------------|--------------------------------|------------------|------------------|------------------|
|                                    | Report Required                | 2018-19 Due Date | 2019-20 Due Date | 2020-21 Due Date |
| Oct – Dec 1 <sup>st</sup> Quarter  | Performance Metrics Tool (PMT) | January 14, 2019 | January 14, 2020 | January 14, 2021 |
| Jan – Mar 2 <sup>nd</sup> Quarter  | PMT and Progress Report        | April 14, 2019   | April 14, 2020   | April 14, 2021   |
| Apr – June 3 <sup>rd</sup> Quarter | PMT                            | July 14, 2019    | July 14, 2020    | July 14, 2021    |

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|                                       |   |                  |                  |                   |
|---------------------------------------|---|------------------|------------------|-------------------|
| Jul – Sept 4 <sup>th</sup><br>Quarter | PMT and Progress<br>Report              | October 14, 2019 | October 14, 2020 | October 14, 2021  |
| Final Closeout<br>Report              | PMT, Progress, and<br>Evaluation Report |                  |                  | November 15, 2021 |
| Site Reviews<br>Scheduled             |   |                  | May 2020         | November 2021     |

**15. CONTRACT CLOSEOUT**

**15.01** Contractors have 45 days after the contract period end date to close out their contracts. This is also called the liquidation period. It is intended to allow contractors the necessary time to provide support for all open issues and invoices. **This time frame cannot be used to add new cost for services that have not been billed before or for services that were not approved in the original contract.**

Contractors should start the closeout process as soon as the project is completed and all approved funding has been spent.

**If the closeout process has not been initiated within 30 days of the project period end date, Black Family Development, Inc. will begin the closeout process without the contractor's consent. This is referred to as an administrative closeout.**

**16. TERMINATION**

**16.01** Black Family Development, Inc. or the contractor, may terminate this contract at any time for any reason by giving at least thirty (30) day notice in writing to Black Family Development, Inc. If the contract is terminated by Black Family Development, Inc., the contractor will be paid for all approved and completed services as of the termination date.

**17. INSURANCE REQUIREMENT**

**17.01** The City of Detroit is a Michigan municipal corporation, and is self-insured.

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**18. INDEMNIFICATION**

**18.01** Each party shall be responsible for its negligent acts or omissions and the negligent acts or omissions of its employees, officers, or directors, to the extent allowed by law. The City does not waive any right or defense of governmental immunity as granted by statute, case law or otherwise.

**19. CONTRACT BUDGET/TIME FRAME**

**19.01** The total budget allocation is \$351,365.00, with Year One (1) funding at \$140,546.00, and Year Two (2) funding at \$105,409.50 and Year Three (3) at \$105,409.50. This budget will support overtime, training, conferences, meetings, and supply cost as indicated in the proposal budget. Please see detailed budget in Appendix 3.

**19.02** The contract time frame is from April 16, 2019 to September 30, 2021.

**20. SIGNATURES**

Wherefore, the undersigned parties have executed this agreement, intending to be bound hereby.

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**20. SIGNATURES**

Wherefore, the undersigned parties have executed this agreement, intending to be bound hereby.

**City of Detroit, Police Department**

By: 

Date: 9/12/2019

Printed Name: James E. Craig

Title: Chief of Police

Address: 1301 Third Street, Ste. 7S-751

Detroit, Michigan 48226

**Black Family Development, Inc.**

By: 

Date: 9/23/19

Printed Name: Alice G. Thompson

Title: Chief Executive Officer

Address: 2995 East Grand Boulevard

Detroit, MI 48202

## **Exhibit 1. Performance Measures**

### **Performance Measures**

#### **Report Due Dates:**

1<sup>st</sup> Quarter - Due January 1, 2019

2<sup>nd</sup> Quarter - Due April 14, 2019

3<sup>rd</sup> Quarter - Due July 14, 2019

4<sup>th</sup> Quarter - Due October 14, 2019

## BLACK FAMILY DEVELOPMENT (BFDI)

### Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program Detroit Police Department Subaward - Provider Contract

The following pages outline general questions and performance measures for the Bureau of Justice Assistance (BJA) and BFDI - *Violent Gang and Gun Crime Reduction (also known as Project Safe Neighborhoods; PSN) Grant Program*.

A PSN evaluation, funded by the National Institute of Justice and conducted by Michigan State University (MSU), found that PSN target cities achieved a 4.1 percent decline in violent crime compared to a 0.9 percent decline in non-target cities and of the PSN sites for which case studies were conducted, 8 out of 10 experienced statistically significant reductions in violent crime, ranging from 2 percent to 42 percent. Key factors for success included U.S. Attorney's Office leadership, cross-agency buy-in, and the flexibility of the program to adjust to the realities of individual jurisdictions.

Drawing on the results of MSU's evaluation, PSN's goal is to reduce gun and gang violence by the most violent individuals in target neighborhoods by employing a research-driven, intelligence-led, and problem-solving approach to reducing firearm and gang violence through enforcement, deterrence, and prevention.

#### PROGRAM OBJECTIVES

- OBJECTIVE 1: Establish and expand evidence-based programming in PSN task forces so that they can effectively and sustainably prevent and respond to gun and gang crime.
- OBJECTIVE 2: Create and maintain coordination among Federal, State, local, and tribal law enforcement and prosecution officials; researchers; social service providers; and community members with an emphasis on prevention, tactical intelligence gathering, more vigorous and strategic prosecutions of gun and gang crimes, and enhanced accountability.

#### STRUCTURE OF THE QUESTIONNAIRE

The *PSN Grant Program* questionnaire contains performance measures and narrative (goals and objectives) questions. Complete the performance measures in the **BJA – BFDI Performance Measurement Tool (PMT) four times per year to report on your activity during the prior 3 months**, also known as a reporting period. Complete the goals and objectives questions twice each year.

#### ROLES AND RESPONSIBILITIES FOR COMPLETION

BJA and BFDI's expectation is that the person completing these questions will know the status and progress of all aspects of your PSN program. Therefore, your agency's PSN coordinator/grantee point of contact (or another designated person with working knowledge of the PSN project) should complete these questions on your PSN initiative's behalf. Your agency may also need to consult with BFDI, the PSN research partner and other partner agencies to complete these responses.

#### PMT REPORTING PERIODS

In July and January of each year, you will be responsible for creating a report from the PMT below that BFDI will upload into the Grants Management System (GMS). This is the GMS report. During the non-submission reporting periods, you are encouraged to create reports for your records, but you will not upload them to the GMS. Enter your responses to the questions that follow in the PMT. If you have any questions about the PMT or performance measures, please call BFDI's PSN Program Manager – Kevin Bryant at 313-758-0150 or send an e-mail to [kbryant@blackfamilydevelopment.org](mailto:kbryant@blackfamilydevelopment.org).

**Note: Data entry will occur quarterly, with a 30day submission period following the close of the reporting period.**

If you have questions about your program, please contact your State Policy Advisor (SPA) at <https://www.bja.gov/About/Contacts/ProgramsOffice.html>



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**AWARD ADMINISTRATION**

Is this the last reporting period for which the contractor will have data to report?

Yes/No

**CONTRACT ACTIVITY**

1. Was there **contract activity** during the reporting period? *There is contract activity when the contractor has obligated, expended, or drawn down grant funds to implement objectives proposed in the BJA-BFDI approved contract. If you select "Yes," the program becomes Operational and should remain so until the contract ends.*

A. Yes/No

B. If No, please select from the following responses:

| <b>Reason(s) for no grant activity during the reporting period.</b>             | <b>Select all that apply</b> |
|---|------------------------------|
| In procurement  | <input type="checkbox"/>     |
| Project or budget not approved by BFDI, county, city, or State governing agency | <input type="checkbox"/>     |
|   |                              |
| Waiting to hire project manager, additional staff, or coordinating staff        | <input type="checkbox"/>     |
| Paying for the program using prior Federal funds                                | <input type="checkbox"/>     |
| Administrative hold (e.g., court case pending)                                  | <input type="checkbox"/>     |
| Still seeking BFDI budget approval  | <input type="checkbox"/>     |
| Waiting for partners or collaborators   | <input type="checkbox"/>     |
| Other   | <input type="checkbox"/>     |
| If Other, please explain  |                              |

2. Please complete the following table indicating the percentage of your PSN contract allocated for each of the following categories. *Percentage allocations should represent the entire life of the award but can be updated by reporting period as needed. Please enter whole numbers only. Total must be equal to 100%.*

| <b>Allocation category</b>  | <b>Percent of overall program funding</b> |
|-----------------------------|---|
| Police agency               |   |
| Research partner            |   |
| All other partners/agencies |   |
| <b>Total</b>                |   |

A. If Other, please explain \_\_\_\_\_

**BLACK FAMILY DEVELOPMENT (BFDI)**

**Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
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**SITE/PROJECT INFORMATION**

This section's purpose is to collect baseline information about your PSN project. All of these questions are required during the first reporting period and will carry forward into subsequent reporting periods. Your responses can be updated as needed.

3. What was the start date (month/year) of your PSN program? *Your program's start date may be different from the date when you received your contract. (Baseline)*

A. Month/Year: \_\_\_\_\_

4. Please provide the **primary** point of contact (POC) for the PSN initiative. *If there has been a change in the POC, please update. (Carry-forward)* A. Name: \_\_\_\_\_

B. PSN POC information:

1. Telephone number: \_\_\_\_\_

2. E-mail: \_\_\_\_\_

3. Address: \_\_\_\_\_

5. Has there been a change in **agency or project leadership** during the reporting period? *(Carry-forward)* A. Yes/No

B. If Yes, please explain \_\_\_\_\_

6. Please provide the **primary** POC for the research partner that your agency will be working with as part of this PSN program. *If there has been a change in the research partner POC, please update. (Carry-forward)*

A. Name: \_\_\_\_\_ B. Research partner POC information:

1. Telephone number: \_\_\_\_\_

2. E-mail: \_\_\_\_\_

3. Address: \_\_\_\_\_

7. Has there been a change in your PSN research partner or a significant change in the research partner team members during the reporting period? *(Carry-forward)*

A. Yes/No

B. If Yes, please explain \_\_\_\_\_

8. How does your site plan to sustain the PSN program post-funding completion, possibly without subsequent PSN funding? *Select all that apply. (Carry-forward)*

A.  Continue to invest in research partnerships

B.  Continue to use data analysis to inform and improve strategic and tactical responses

C.  Foster community partnerships through systematic public outreach

D.  Systematically offer in-service training

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- E.  Replicate the PSN programs, if applicable
- F.  Plan to seek long-term funding (grants, local funding, foundation funding) G.
- Other (please describe)

9. Which of the following partners did you consult when completing the performance measures during the reporting period? *(Carry-forward) Select all that apply.*

- A.  Law enforcement partner
- B.  Research partner
- C.  United States Attorney's Office representative
- D.  Community partner
- E.  Prosecutors
- F.  Corrections/community corrections
- G.  Other (please describe)

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**PLANNING AND UNDERSTANDING THE PROBLEM**

This section’s purpose is to measure the establishment of sustainable research activities and analysis that PSN task force community agencies have integrated into their strategic and tactical operations. Overall OJP program measures related to this section include: • Percentage of PSN sites with completed strategic action plans, and

- Percentage of PSN sites that have completed a problem analysis.

10. Has your PSN task force completed all activities that were defined and outlined in your site’s Strategic Action Plan?

- A. Yes/No
- B. If Yes, skip to question 12

11. Based on the Strategic Action Plan template, please select the development status of each of the following PSN Strategic Action Plan activities during the reporting period.

| Action plan activities   | Not applicable        | Not started           | In progress           | Completed             |
|--|-----------------------|-----------------------|-----------------------|-----------------------|
| Analyzed most recent violent crime, gun, and gang crime data in the target area, based on Uniform Crime Reporting or other local source(s) information   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Identified the problem and research methods based on specific data elements and analysis   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Utilized the Violence Reduction Assessment Tool  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Identified target areas for the PSN initiative   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Identified goals for the PSN initiative  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Identified an approach (evidence-based, promising, and/or innovative strategies to be employed to address the target problem)  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Established a research design or plan (describing special experience of the research team and how the plan defines a dynamic problem-solving process that will periodically use data analysis) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Identified community partners/members that will help with implementing the PSN initiative  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Identified collaboration and outreach strategies to accomplish project objectives  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

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|  |                          |                          |                          |                          |
|--|--------------------------|--------------------------|--------------------------|--------------------------|
| Developed a sustainability plan for the PSN initiative | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Submitted Strategic Action Plan to BFDI                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

12. Did you complete the problem analysis during the reporting period? *Problem analysis is an approach/method/process conducted within the police agency in which formal criminal justice theory, research methods, and comprehensive data collection and analysis procedures are used in a systematic way to conduct in-depth examination of, develop informed responses to, and evaluate crime and disorder problems.*<sup>1</sup>

- A. Yes/No
- B. if No, skip to Data Tracking and Data Analysis section

13. In which of the following activities did your research partner assist with the problem analysis during the reporting period? *Select all that apply.*

- A.  Provided training and/or technical assistance to agency analysts
- B.  Introduced new partners to the working group to assist with problem response
- C.  Collected data for the problem analysis
- D.  Conducted or assisted in ongoing data analysis
- E.  Interpreted analysis results
- F.  Provided recommendations on program strategies
- G.  Presented analysis results/recommendations to the agency and/or PSN working group partners
- H.  Communicated analysis results/recommendations to groups outside of the agency and/or PSN project working group (e.g., local government, community organizations, media)

## DATA TRACKING AND DATA ANALYSIS

Data tracking and analysis are important to assist in targeting responses appropriately. Data tracking and analysis are also used to assure the program is being implemented as planned so the targeted response can be improved if needed. This section asks specific questions about analysis you conducted as part of your PSN program and how you use this analysis in the response/implementation process. Overall OJP program measures related to this section include:

- Percentage of PSN sites performing data analysis, and
- Percentage of PSN sites using certain data.

14. Which of the following groups performed data analysis for the PSN program during the reporting period? *Data analysis includes reviewing data to find information and support decision making. Select all that apply.*

- A.  Data was not analyzed this reporting period (skip to question 18)
- B.  Sworn employees of the police agency

<sup>1</sup> Boba, R. (2003). *Problem analysis in policing*. Washington, D.C.: Police Foundation.

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- C.  Civilian employees of the police agency
- D.  Research partner E.  Outside contractor
- F.  Community partners
- G.  Employees of the prosecutor's office
- H.  Other (please describe)

15. Which of the following data sources did your site use for your PSN project during the reporting period? *Select all that apply.*

- A.  Official police call, crime and arrest data (e.g., calls for service, officer-initiated calls for service, crime incident reports, or arrest reports)
- B.  Internal agency pre-existing data tracking (e.g., citizen complaints)
- C.  Community data (e.g., foreclosures, health and human services data, or other community data)
- D.  Corrections data (probation and parole data)
- E.  Prosecution data (pretrial data)
- F.  Court data (case outcomes, convictions, sentences)
- G.  Social service provider data (number of clients, number of sessions)
- H.  Client risk assessments
- I.  Focus group data (focus groups of community members, officers, or victims)
- J.  Survey data (surveys of community members, officers, clients, or victims)
- K.  Systematic observations of places by trained observers (e.g., physical disorder)
- L.  Intelligence from confidential or other informants
- M.  Youth-focused data (juvenile justice system data, gang-related data, school data)
- N.  National Integrated Ballistics Intelligence Network
- O.  Other (please describe)

16. What types of data analysis did you conduct to inform the work of your PSN site task force during the reporting period? *Select all that apply.*

- A.  Trend analysis
- B.  Crime mapping C.  Risk terrain mapping
- D.  Social network analysis E.  Gang audits
- F.  Repeat violent persons analysis
- G.  Crime pattern analysis
- H.  Gunshot detection and location analysis (e.g., shot spotter)
- I.  None of the above
- J.  Other (please describe)

17. Please indicate whether your task force used analysis to inform the following PSN program activities during the reporting period. *Analysis includes the review of crime data, disorder data, objective criteria, or other systematic data sources (e.g., systematic observations of place, survey data) to inform task force activities and decision making. If you answer "Not applicable," this*

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*indicates that you do not perform this activity at your site. If you answer "No," this indicates that your site performed this activity but did not use analysis to inform the activity.*

|  | <b>Not applicable</b> | <b>Yes</b>            | <b>No</b>             |
|--|-----------------------|-----------------------|-----------------------|
| Working group activities                                     | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Prosecution partner activities                               | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Law enforcement partner activities                           | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Call-in meetings for at-risk people                          | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Adjustment to the target area                                | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Compilation/adjustments to at-risk person list/population    | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Corrections, reentry, or community corrections interventions | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Criminal investigations                                      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Crime-prevention activities                                  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Hospital-based interventions                                 | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Community empowerment through information dissemination      | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Other  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| If Other, please describe                                    |                       |                       |                       |

18. In which of the following activities did your research partner assist with the PSN program response during the reporting period? *Select all that apply.*

- A. \_\_\_ Provided training and/or technical assistance to agency analysts
- B. \_\_\_ Introduced new partners to the PSN working group to assist with problem response
- C. \_\_\_ Collected data for the problem response analysis
- D. \_\_\_ Conducted or assisted in ongoing data analysis
- E. \_\_\_ Interpreted analysis results
- F. \_\_\_ Provided recommendations on program strategies
- G. \_\_\_ Presented analysis results/recommendations to the agency and/or PSN working group partners
- H. \_\_\_ Communicated analysis results/recommendations to groups outside of the agency and/or PSN project working group (e.g., local government, community organizations, media)
- I. \_\_\_ Other (please explain)

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19. Has your research partner provided you with any PSN project products (e.g., community survey findings, defined gun violence hot spots and comparison areas, progress reports, presentation slides, final report) during the reporting period?

A. Yes/No

B. If Yes, how many products were provided? \_\_\_\_\_

C. If Yes, please list and briefly describe the products you received

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**TRAINING AND TECHNICAL ASSISTANCE**

This section’s purpose is to measure training availability on PSN initiatives during reporting periods. This section also focuses on the frequency and quality of training and technical assistance (TTA) provided by BJA or BFDI-funded training assistance partners. The overall OJP program measures related to this section are:

- Number of personnel trained on methods used for the PSN initiative (gun and gang violence),
- Number of TTA requests during the reporting period, and
- Quality of the TTA interaction during the reporting period.

20. Did PSN task force members receive training during the reporting period?

- A. Yes/No
- B. If No, please skip to question 22
- C. If Yes, how many types of trainings did your task force members attend during the reporting period? \_\_\_\_\_

21. For each of the trainings task force members received, please indicate the number of task force members who attended the training and the length of the course in hours during the reporting period. *Count each person only once per training topic, regardless of how many times he/she attended the training.*

| <b>Training name</b> | <b>Number of training sessions received</b> | <b>Number people trained</b> | <b>Length of course</b> | <b>Training provided by</b> |
|----------------------|---|------------------------------|-------------------------|-----------------------------|
|                      |   |                              |                         |                             |
|                      |   |                              |                         |                             |
|                      |   |                              |                         |                             |

22. Did you/your agency/entire task force receive any technical assistance from BFDI or any other BJA funded programs during the reporting period? *Technical assistance can be defined as using a partner for assistance implementing programs, strategic planning, curriculum development, data analysis, meetings, fostering relationships, trainings, research and information requests, and other technical areas that would supplement your PSN program.*

- A. Yes/No
- B. If No, skip to Task Force Partnerships section.
- C. if Yes, how many TTA providers did you work with during the reporting period? \_\_\_\_\_

23. For each of the technical assistance engagements with a TA provider during the reporting period, please enter the following questions. *The number of entries should equal the number you entered in question 22 C.*

| <b>Name of technical assistance provider</b> | <b>Nature of contact (select all that apply)</b> | <b>Number of engagements</b> | <b>Satisfaction</b> | <b>Feedback on your encounters with this TA Provider</b> |
|--|--|------------------------------|---------------------|--|
|  |  |                              |                     |  |

**BLACK FAMILY DEVELOPMENT (BFDI)**

Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
 Provider Contract – City of Detroit, Police Department

|  |   |                         |  |  |
|--|---|-------------------------|--|--|
|  | Phone call<br>In-person meeting<br>Video conference<br>Site visit<br>Conference<br>Other (if Other, please explain) | [Positive whole number] | Very satisfied<br>Satisfied<br>Neither satisfied nor dissatisfied<br>Dissatisfied<br>Very dissatisfied |  |
|--|---|-------------------------|--|--|

**TASK FORCE PARTNERSHIPS**

The PSN task force partnerships (or working groups) are an important component of the PSN program. The task force is defined as personnel within the law enforcement agency, the research partner, and any other external partner(s) who are involved in the project’s strategic operations. This group may also include task force subcommittees and any other agency staff who will experience an impact as a result of the PSN program implementation. The task force and other partners should collaborate throughout the PSN program to help with planning and implementation activities.

This section asks questions about your PSN task force and other partnership activity during the reporting period. Overall OJP program measures related to this section include:

- Frequency of PSN task force partnership meetings,
- Number of partners involved in PSN task force partnerships, and
- Number of activities PSN task force is conducting.

24. How often did your PSN task force hold organized meetings during the reporting period?  
 Select the answer that best approximates how often you met.

- A. \_\_\_ We did not meet this quarter (skip to Response to Problem section)
- B. \_\_\_ Daily
- C. \_\_\_ Weekly/biweekly
- D. \_\_\_ Monthly
- E. \_\_\_ Quarterly

25. Please rate the following PSN task force partners based on this statement: “This partner was actively involved in the PSN initiative this reporting period.” *Please rate your partners on a scale of 1–5 as indicated below. If you have multiple partners in a category, please rate them as a whole. If a partner fits in more than one category, please rate it in the one category that fits the best for that partner. Please do not rate yourself.*

|   | Strongly disagree | Disagree | Neither agree nor disagree | Agree | Strongly agree |
|---|-------------------|----------|----------------------------|-------|----------------|
| <i>This partner is actively involved in the PSN program</i> | 1                 | 2        | 3                          | 4     | 5              |

**BLACK FAMILY DEVELOPMENT (BFDI)**

Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program

**Provider Contract – City of Detroit, Police Department**

|  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|
| State leadership (e.g., governor’s office)   |  |  |  |  |  |  |
| Tribal leadership  |  |  |  |  |  |  |
| Local leadership (e.g., mayor’s office)  |  |  |  |  |  |  |
| Federal law enforcement agencies   |  |  |  |  |  |  |
| State law enforcement agencies   |  |  |  |  |  |  |
| Local law enforcement agencies   |  |  |  |  |  |  |
| Community-based victim services  |  |  |  |  |  |  |
| Pretrial service organizations   |  |  |  |  |  |  |
| U.S. Attorney’s Office   |  |  |  |  |  |  |
| Prosecutor (District attorney’s office or State’s attorney’s office)                     |  |  |  |  |  |  |
| Public defense   |  |  |  |  |  |  |
| Courts   |  |  |  |  |  |  |
| Community corrections (probation/parole)   |  |  |  |  |  |  |
| Corrections  |  |  |  |  |  |  |
| Health care providers  |  |  |  |  |  |  |
| Mental health providers  |  |  |  |  |  |  |
| Substance use disorder treatment providers   |  |  |  |  |  |  |
| Child protective services  |  |  |  |  |  |  |
| Community-based service providers (e.g., housing, employment)                            |  |  |  |  |  |  |
| Community groups (e.g., neighborhood watch, community center, community representatives) |  |  |  |  |  |  |
| Faith-based organizations  |  |  |  |  |  |  |
| Subject-matter experts   |  |  |  |  |  |  |
| Foundations/philanthropic organizations  |  |  |  |  |  |  |
| Researcher, evaluator, or statistical analysis center                                    |  |  |  |  |  |  |
| Training and technical assistance provider(s)  |  |  |  |  |  |  |
| Tribal criminal justice agencies   |  |  |  |  |  |  |

**BLACK FAMILY DEVELOPMENT (BFDI)**

Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
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|  |                       |                       |                       |                       |                       |                                  |
|--|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|----------------------------------|
| Businesses   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input checked="" type="radio"/> |
| K-12 schools   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/>            |
| Public services (e.g., trash collection, public works) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/>            |
| Other (please describe)                                | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/>            |

26. Please indicate activities the task force carried out during the reporting period. *Select all that apply.*

- A.  Briefed agency leaders
- B.  Conducted planning meetings
- C.  Discussed group membership/participation
- D.  Discussed resources needed/resource sharing
- E.  Invited outside partners to speak with the members (e.g., faith based)
- F.  Planned related activities for group members
- G.  Reviewed initiative responses (e.g., directed patrol, prosecution status, at-risk persons list)
- H.  Planned prevention programs (e.g., school-based enrichment programs, Citizens on Patrol)
- I.  Planned at-risk persons call-in meetings
- J.  Reviewed analysis products
- K.  Reviewed project progress
- L.  Engaged in project-sustainability planning
- M.  Other (please describe)

27. Does your taskforce have any subcommittees that work on assigned PSN tasks?

- A. Yes/No
- B. If Yes, please enter the number of subcommittees

**BLACK FAMILY DEVELOPMENT (BFDI)**

Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
 Provider Contract – City of Detroit, Police Department

**RESPONSE TO PROBLEM**

This section addresses activities that specifically focus on a response to a crime, disorder, or other community problem (e.g., mental health problems, community satisfaction, community engagement) as determined by your PSN task force’s problem analysis. Overall OJP program measures related to this section include:

- Percentage of PSN sites using a targeted response model based on their problem analysis, and
- Percentage of PSN sites providing direct services as part of the PSN initiative.

28. Does your PSN task force focus efforts around any of the following models? *Check all that apply.*

- A. \_\_\_ Community-oriented approach (e.g., community policing, community prosecution)
- B. \_\_\_ Problem-solving approach (e.g., problem-oriented policing, prosecutor as problem solver)
- C. \_\_\_ Geographic focus (e.g., hot spots policing) D. \_\_\_ High-rate persons focus (e.g., focused deterrence)
- E. \_\_\_ High-rate group/gang focus (e.g., pulling levers)
- F. \_\_\_ Procedural justice (ensuring individuals feel law enforcement is fair and just)
- G. \_\_\_ Violence interrupters, gang interventions, conflict mediators (e.g., Cure Violence)
- H. \_\_\_ Crime Prevention Through Environmental Design strategies (CPTED)
- I. \_\_\_ Situational crime prevention
- J. \_\_\_ Unsure/don’t know
- K. \_\_\_ Other (please describe)

29. How often did your task force conduct the following activities as part of your PSN program during the reporting period?

|  | Not applicable | Don't know | Daily | Weekly | Monthly | Quarterly |
|--|----------------|------------|-------|--------|---------|-----------|
| Created or reviewed at-risk persons list   |                |            |       |        |         |           |
| Utilized directed/hot spots patrol   |                |            |       |        |         |           |
| Utilized at-risk persons call-in/notification meetings   |                |            |       |        |         |           |
| Conducted public outreach (e.g., contacted potential victims, employed focused-media outreach) |                |            |       |        |         |           |
| Conducted community engagement (e.g., chief’s roundtables, community advisory boards)          |                |            |       |        |         |           |

**BLACK FAMILY DEVELOPMENT (BFDI)**

Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program

**Provider Contract – City of Detroit, Police Department**

|   |                          |                          |                          |                          |                          |                          |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Engaged in community problem solving (e.g., partnerships with businesses, faith-based institutions, community groups)               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Provided or referred individuals to community services, assistance, or counseling (e.g., mental health assistance, victim services) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Referred cases for Federal prosecution  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Referred cases for State/local prosecution  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Advocated for the diversion of individuals from prosecution to alternative sanctions or programs                                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Diverted those with mental health or substance abuse problems from arrest to treatment/drop-off centers                             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Provided group or classroom instruction for at-risk population  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Provided direct services for at-risk population   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Utilized intervention teams (e.g., crisis intervention, violence interrupters, gang interventions, conflict mediators)              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Other   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If Other, please explain  |                          |                          |                          |                          |                          |                          |

30. If you have provided direct services during this reporting period, which of the following services were provided to your at-risk population? (*Select all that apply*)

- A. \_\_\_ Cognitive based. These services include therapeutic programs used to change criminal thinking and behavior, such as moral reconnection therapy, Think for a Change, or aggression replacement training.
- B. \_\_\_ Educational. These services foster knowledge by helping participants develop daily life skills that can enhance their opportunities.
- C. \_\_\_ Employment. These services are designed to help people find and obtain suitable job opportunities.
- D. \_\_\_ Health care/Medicaid eligibility. These services are designed to help individuals or families find, obtain, or retain health care.
- E. \_\_\_ Housing. These services are designed to help individuals or families find, obtain, or retain suitable housing, including transitional housing
- F. \_\_\_ Mental health. These services are provided in correctional facilities or in the community for those participants under supervision and may include counseling programs or group self-help programs.
- G. \_\_\_ Pro-social. These services use directed skill building to help participants interact in a positive way with others.
- H. \_\_\_ Substance abuse. These services include substance abuse education, treatment, or aftercare.
- I. \_\_\_ Transportation. These services include assistance with public transportation costs or help in finding other reliable transportation.

**BLACK FAMILY DEVELOPMENT (BFDI)**

**Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
Provider Contract – City of Detroit, Police Department**

- J. \_\_\_ Vocational. These services help participants learn a trade and enhance their job opportunities.
- K. \_\_\_ Individualized case planning. These services help participants set goals, objectives, and conditions for reentering society.
- L. \_\_\_ Family engagement. These services focus on involving family members in the treatment process to help provide support and encouragement
- M. \_\_\_ Other (please describe)

**Prevention and Community Empowerment**

This section’s purpose is to measure your program’s development and promotion of community outreach and empowerment efforts to support other gun and gang violence reduction strategies. Overall OJP program measures related to this section include:

- Percentage of PSN sites incorporating prevention methods into their task force activities, and
- Frequency of outreach conducted in the target area.

31. How often was your PSN task force involved in the following community activities as part of your PSN program during the reporting period?

|   | Not applicable        | Daily                 | Weekly                | Monthly               | Quarterly             |
|---|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| Parent-focused programs (e.g., parenting skills)  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Youth-focused programs (e.g., Boys and Girls Club, children of incarcerated parents programs, school enrichment programs) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Media outreach (e.g., TV ads, billboards, news spots)   | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Community-leadership programs (e.g., community mobilization)  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Public meetings (e.g., joint problem solving, presentations)  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Community events (e.g., National Night Out,™ block parties, and other programs to promote police-community relations)     | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Distributing a newsletter, e-mail, or other bulletin  | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

**BLACK FAMILY DEVELOPMENT (BFDI)**

Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program

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|  |                          |                          |                          |                          |                          |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| Social media activities (e.g., Facebook, Twitter)                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Outreach to target populations (e.g., street outreach, gang contacts ) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Other  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| If Other, please describe  |                          |                          |                          |                          |                          |

32. Which of the following crime prevention models/strategies, if any, did your PSN site use during the reporting period? *Select all that apply.*

- A.  Crime Prevention Through Environmental Design strategies (CPTED); situational crime prevention (approaches that change the perceived opportunities for a crime, such as leading individuals to believe the crime is more difficult or risky; for example, access control to parking lots or improved lighting on a walkway)
- B.  Youth development (programs that promote positive behavior and decrease negative behavior in youth; for example, any of the Blueprints programs)
- C.  Crime awareness (programs aimed at increasing the awareness of a crime problem, including solutions to prevent crime; for example, a “lock it or lose it” program)
- D.  Increase personal safety (programs that provide instruction on increasing personal safety; for example, a rape aggression defense class)
- E.  Community building (programs that promote community cohesion, including public safety partnerships between the community and elements of the criminal justice system; for example, National Night Out™)
- F.  At-risk persons call-in/notification meetings
- G.  None of the above
- H.  Other crime prevention model/strategy (please explain)

**Program Impact**

This section’s purpose is to measure the impact and organizational integration of the PSN initiative to support gun and gang violence reduction strategies. Overall OJP program measures related to this section include:

- Percentage of PSN sites using data to measure the impact of their PSN initiative, and
- Percentage of sites with a measurable/identifiable addition to their community due to the integration of PSN.

33. Since the beginning of your program, has it demonstrated a measurable impact on the problem of focus? *When answering this question, please consider your comparison areas and/or implementation design and analysis findings to this point. Please consult with the research partner when answering this question.*

- A. Yes, positive impact
- B. Yes, negative impact
- C. No measurable impact
- D. Not yet been measured
- E. Please explain your response, using data measures, such as percentage and raw number increases or decreases in gun or gang crime, where possible. \_\_\_\_\_



## BLACK FAMILY DEVELOPMENT (BFDI)

### Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program Provider Contract – City of Detroit, Police Department

34. What data did you use to support your conclusion about your PSN program's impact?
- A. \_\_\_ Official police call, crime, and arrest data (e.g., calls for service, officer-initiated calls for service, crime incident reports, or arrest reports)
  - B. \_\_\_ Internal agency pre-existing data tracking (e.g., use of force reports, citizen complaints)
  - C. \_\_\_ Community data (e.g., foreclosures, health and human services data, or other community data)
  - D. \_\_\_ Corrections data (e.g., probation and parole data)
  - E. \_\_\_ Prosecution data (e.g., pre-trial data)
  - F. \_\_\_ Court data (e.g., case outcomes, convictions, sentences)
  - G. \_\_\_ At-risk persons risk assessments
  - H. \_\_\_ Focus-group data (e.g., focus groups of community members, officers, or victims)
  - I. \_\_\_ Survey data (e.g., surveys of community members, officers, clients, or victims)
  - J. \_\_\_ Systematic observations of places by trained observers (e.g., physical disorder)
  - K. \_\_\_ Intelligence from confidential or other informants
  - L. \_\_\_ Youth-focused data (e.g., juvenile justice system data, gang-related data, school data)
  - M. \_\_\_ NIBIN (National Integrated Ballistics Intelligence Network)
  - N. \_\_\_ Other (please explain)

35. Please indicate what new resources, practices, or other features were *new* this reporting period and made possible due to the funding provided to your PSN initiative.

- A. \_\_\_ Crime data analyst
- B. \_\_\_ Increase in crime analysis capacity
- C. \_\_\_ Data housing, sharing, and networking across agencies
- D. \_\_\_ Integration of data analysis into the culture of partner agencies
- E. \_\_\_ Identified target/focus areas
- F. \_\_\_ Partnerships across organizations that impact the community
- G. \_\_\_ Partnerships between Federal and local law enforcement and/or prosecutors
- H. \_\_\_ Increased involvement of noncriminal justice entities (e.g., community organizations, social service providers, community leaders)
- I. \_\_\_ Community mobilization aimed at reducing/preventing crime
- J. \_\_\_ Targeted crime reduction/prevention strategies
- K. \_\_\_ Collaboration with a research partner L. \_\_\_ Other (please explain)

## GOALS AND OBJECTIVES MODULE

This module should be completed in January and July by all grantees that had any activity during the reporting period or at the close of the grant, based on the previous or next 6 months.

**BLACK FAMILY DEVELOPMENT (BFDI)**

**Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
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1. Please identify the goal(s) you hope to achieve with your funding. If you have multiple goals, please report on each separately (one at a time), and repeat questions 1–4 for each goal.

---

2. What is the current status of this goal?

- A.  Not yet started
- B.  In progress
- C.  Delayed
- D.  Completed
- E.  Goal no longer applicable

3. During the past 6 months, please describe any progress you made or barriers you encountered related to this goal.

---

---

4. In the next 6 months, what major activities are planned for this goal?

---

---

**Please answer the following questions based on your overall activity during the previous 6 months.**

5. Did you receive or do you desire any assistance from BFDI, BJA or a BJA-funded technical assistance provider? *Check all that apply.*

- A. Yes, we received assistance (please describe)
- B. Yes, we would like assistance or additional assistance (please describe)
- C. No

---

---

6. BJA likes to showcase grantees who are working on successful, innovative, and/or evidence based programs. Do you have any noteworthy accomplishments, success stories, or program results from this reporting period that you would like to showcase?

- A. Yes (Please share your story at: <https://www.bja.gov/SuccessStoryList.aspx>.)
- B. No

**BLACK FAMILY DEVELOPMENT (BFDI)**  
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# Exhibit 2 Detailed Budget

**BLACK FAMILY DEVELOPMENT (BFDI)**  
Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
Provider Contract – City of Detroit, Police Department

**BLACK FAMILY DEVELOPMENT (BFDI)**

Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
 Provider Contract – City of Detroit, Police Department



**INTER-OFFICE MEMORANDUM  
 SUPPORT OPERATIONS**

Date  
 May 1, 2019

To: Chief of Police, James E. Craig (Through Channels) *[Signature]*  
 Subject: **SIGNATURE REQUEST: PROJECT SAFE NEIGHBORHOOD BUDGET**  
 From: Director, Trisha Stein, Administrative Operations

In 2018 the Detroit Police Department (DPD) was awarded \$351,365.00 funding over three years (October 1, 2018 to September 30, 2021) from the Department of Justice to support work related to the Project Safe Neighborhood (PSN) program. This program – a partnership between DPD, the US Attorney's Office, Michigan Department of Corrections, Wayne County Prosecutor's Office, and other state and federal law enforcement agencies – was based in the 8<sup>th</sup> Precinct during previous years. Starting in January 2019, the PSN program focused its work in scout car areas 901, 902, 905, 906, and 907.

The intended goal of PSN is to reduce gun crime and gang violence in the focus area. The primary activities of DPD as a partner in PSN are to support case development for federal prosecution of a violent gang and conduct regular enforcement operations in the focus area.

To proceed with the initiative, the budget must be submitted to the Department of Justice with your signature. The following is a high-level summary of the three-year budget:

|              | Year 1               | Year 2               | Year 3               | Total                |
|--------------|----------------------|----------------------|----------------------|----------------------|
| Overtime     | \$ 131,422.00        | \$ 96,278.00         | \$ 96,278.00         | \$ 323,978.00        |
| Travel       | \$ 7,993.35          | \$ 7,993.35          | \$ 7,993.35          | \$ 23,980.05         |
| Supplies     | \$ 1,130.65          | \$ 1,138.15          | \$ 1,138.15          | \$ 3,406.95          |
| <b>Total</b> | <b>\$ 140,546.00</b> | <b>\$ 105,409.50</b> | <b>\$ 105,409.50</b> | <b>\$ 351,365.00</b> |

- Overtime: Cost of Detroit Police personnel, who will conduct operations collaboratively with DPD operation units, CVRP, state, federal and county law enforcement agencies.
- Travel: DPD has estimated up to five officers that will be traveling to various trainings and required DOJ Conference / Meetings.
- Supplies: Monies for office supplies and PSN task force attire.

I request your review and signature on the attached PSN Budget Document so that it may be submitted to the Department of Justice. Thank you for your consideration.

*[Signature]*

TRISHA STEIN  
 Director  
 Administrative Operations

**APPROVED**  
 MAY 02 2019  
 ASSISTANT CHIEF  
 OFFICE OF NEIGHBORHOOD  
 POLICING  
*[Signature]*

**APPROVED**  
 MAY 03 2019  
 ASSISTANT CHIEF  
 OFFICE OF THE CHIEF  
*[Signature]*

**BLACK FAMILY DEVELOPMENT (BFDI)**

Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
 Provider Contract – City of Detroit, Police Department

**Project Safe Neighborhoods: Community Policing Partner  
 Detroit Police Department (DPD) – Budget Narrative Beginning  
 October 1, 2018-September 30, 2021**

|               | Year 1        | Year 2          | Year 3          | Total         |
|---------------|---------------|-----------------|-----------------|---------------|
| Overtime      | 131422        | 96278           | 96278           | 323978        |
| Travel        | 7993.35       | 7993.35         | 7993.35         | 23980.05      |
| Supplies      | 1130.65       | 1138.15         | 1138.15         | 3406.95       |
| <b>Total:</b> | <b>140546</b> | <b>105409.5</b> | <b>105409.5</b> | <b>351365</b> |

**Year 1**

The DPD Proposal Covers a 36 month period Beginning October 1, 2018-September 30, 2021. For year 1 The Comprehensive Violent Reduction Partnership (CVRP) Overtime allocation monies will be used to cover the overtime cost of Detroit Police personnel, who will conduct uniform, plainclothes and undercover operations, including intelligence gathering, and spotting collaboratively with DPD operation units, CVRP, state, federal and county law enforcement agencies. Projected schedule for year 1, 12 months consists of Sergeants and Officers working at an approximate overtime rate of \$46.00 for two thousand eight hundred fifty seven (2,857) working hours. The gap in the current PSN strategy is the lack of funds to expand the concentrated PSN program beyond these precincts to other targeted areas that are inundated with violent crime. Law enforcement would benefit from additional funds for gun interdiction and investigation training. The current budget deficit for the city of Detroit has greatly impacted the manpower and ultimately the services that were provided by the Detroit Police Department. Funding will be used to pay for overtime of officers that are assigned to investigate gun crimes.

| Overtime Cost             | Approximate Rate | Hours    | Total Cost    |
|---------------------------|------------------|----------|---------------|
| Sergeants/Police Officers | 46.00            | 2,857.00 | \$ 131,422.00 |

**Sub Total Budget** 2,857.00 \$ 131,422.00

Travel - The Detroit Police Department has estimated up to five officers that will be traveling to various trainings in the 12 month period. Program staff is expected to attend required DOJ Conference/Meetings, out-of-state meetings/conferences, operation enforcement training and G.R.E.A.T. certification. Cost includes: airfare, lodging, baggage, meals, and ground transportation.

| Budget Item                                   |   | Travel Total | Year 1     |
|---|---|--------------|------------|
| DPD   |   |              | \$7,993.35 |
| <b>TBD Training, Conferences and Meetings</b> |   |              |            |
| Hotel Accommodations<br>5 Officers 3 nights   | Lodging for 15 nights @<br>\$288.89 night including taxes                       | \$4,333.35   |            |
| Transportation                                | Round trip air fare<br>transportation from Detroit @<br>\$500.00 round trip X 5 | \$2,500.00   |            |
| Local Transportation                          | \$50 per day for vehicle rental<br>@ 4 days                                     | \$200.00     |            |
| GSA M&IE Per Diem<br>15 Days                  | Average \$64/day  | \$960.00     |            |

**BLACK FAMILY DEVELOPMENT (BFDI)**

Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
 Provider Contract – City of Detroit, Police Department

|                  |                   |
|------------------|-------------------|
| <b>Sub Total</b> | <b>\$7,993.35</b> |
|------------------|-------------------|

Supplies - all supplies will be used by assigned PSN personnel for investigations. Office supplies will be dedicated for program only. Law enforcement identification will be embroidered on all clothing gear. Note the larger quantity of task force attire items will be ordered in year one start up and less in years 2 and 3 (see yrs. 2 and 3 budget narratives).

| Item  | Quantity           | Cost     | Subtotal             |
|---|--------------------|----------|----------------------|
| PSN CVRP Task Force attire (t-shirts, sweat shirts and jackets less will be ordered in years 2 and 3) | Cost for all items | \$831.99 | \$831.99             |
| Box of Xerox paper  | 2                  | \$34.99  | \$69.98              |
| Printer Toner Ink   | 2                  | \$79.34  | \$158.68             |
| Ink Pens  |                    | \$70.00  | \$70.00              |
| <b>Sub Total Supply Cost</b>  |                    |          | <b>\$1,130.65</b>    |
| <b>Grand Total</b>  |                    |          | <b>\$ 140,546.00</b> |

**Detroit Police Department (DPD) Year 2 Narrative**

The DPD Proposal Covers a 36 month period. For year 2 The Comprehensive Violent Reduction Partnership (CVRP) Overtime allocation monies will be used to cover the overtime cost of Detroit Police personnel, who will conduct uniform, plainclothes and undercover operations, including intelligence gathering, and spotting collaboratively with DPD operation units, CVRP, state, federal and county law enforcement agencies. Projected schedule for year 2, 12 months consists of Sergeants and Officers working at an approximate overtime rate of \$46.00 for two thousand ninety three (2,093) working hours.

The gap in the current PSN strategy is the lack of funds to expand the concentrated PSN program beyond these precincts to other targeted areas that are inundated with violent crime. Law enforcement would benefit from additional funds for gun interdiction and investigation training. The current budget deficit for the city of Detroit has greatly impacted the manpower and ultimately the services that were provided by the Detroit Police Department. Funding will be used to pay for overtime of officers that are assigned to investigate gun crimes.

| Overtime Cost             | Approximate Rate | Hours    | Total Cost          |
|---------------------------|------------------|----------|---------------------|
| Sergeants/Police Officers | 46.00            | 2,093.00 | \$ 96,278.00        |
| <b>Total Budget</b>       |                  | 2,093.00 | <b>\$ 96,278.00</b> |

Travel - The Detroit Police Department has estimated up to five officers that will be traveling to various trainings in the 12 month period. Program staff is expected to attend required DOJ Conference/Meetings, out-of-state meetings/conferences, operation enforcement training and G.R.E.A.T. certification. Cost includes: airfare, lodging, baggage, meals, and ground transportation.



**BLACK FAMILY DEVELOPMENT (BFDI)**

Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
 Provider Contract – City of Detroit, Police Department

| Budget Item | Travel Total | Year 2     |
|-------------|--------------|------------|
| DPD         |              | \$7,993.35 |

| TBD Training, Conferences and Meetings      |   |                   |
|---|---|-------------------|
| Hotel Accommodations<br>5 Officers 3 nights | Lodging for 15 nights @<br>\$288.89 night including taxes                       | \$4,333.35        |
| Transportation                              | Round trip air fare<br>transportation from Detroit @<br>\$500.00 round trip X 5 | \$2,500.00        |
| Local Transportation                        | \$50 per day for vehicle rental<br>@ 4 days                                     | \$200.00          |
| GSA M&IE Per Diem<br>15 Days                | Average \$64/day  | \$960.00          |
| <b>Sub Total</b>                            |   | <b>\$7,993.35</b> |

Supplies - all supplies will be used by assigned PSN personnel for investigations. Office supplies will be dedicated for program only. Law enforcement identification will be embroidered on all clothing gear.

| Item  | Quantity                 | Cost     | Subtotal          |
|---|--------------------------|----------|-------------------|
| PSN CVRP Task Force<br>attire (t-shirts, sweat<br>shirts and jackets) | Cost for all items       | \$839.49 | \$839.49          |
| Box of Xerox paper  | 2                        | \$34.99  | \$69.98           |
| Printer Toner Ink   | 2                        | \$79.34  | \$158.68          |
| Ink Pens  |                          | \$70.00  | \$70.00           |
|   | <b>Total Supply Cost</b> |          | <b>\$1,138.15</b> |

Grand Total \$ 105,409.50



**BLACK FAMILY DEVELOPMENT (BFDI)**

Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
 Provider Contract – City of Detroit, Police Department

**Detroit Police Department (DPD) Year 3 Narrative**

The DPD Proposal Covers a 36 month period. For year 3 The Comprehensive Violent Reduction Partnership (CVRP) Overtime allocation monies will be used to cover the overtime cost of Detroit Police personnel, who will conduct uniform, plainclothes and undercover operations, including intelligence gathering, and spotting collaboratively with DPD operation units, CVRP, state, federal and county law enforcement agencies. Projected schedule for year 3, 12 months consists of Sergeants and Officers working at an approximate overtime rate of \$46.00 for two thousand ninety three (2,093) working hours.

The gap in the current PSN strategy is the lack of funds to expand the concentrated PSN program beyond these precincts to other targeted areas that are inundated with violent crime. Law enforcement would benefit from additional funds for gun interdiction and investigation training. The current budget deficit for the city of Detroit has greatly impacted the manpower and ultimately the services that were provided by the Detroit Police Department. Funding will be used to pay for overtime of officers that are assigned to investigate gun crimes.

| Overtime Cost             | Approximate Rate | Hours    | Total Cost   |
|---------------------------|------------------|----------|--------------|
| Sergeants/Police Officers | 46.00            | 2,093.00 | \$ 96,278.00 |
| <b>Total Budget</b>       |                  | 2,093.00 | \$ 96,278.00 |

Travel - The Detroit Police Department has estimated up to five officers that will be traveling to various trainings in the 12 month period. Program staff is expected to attend required DOJ Conference/Meetings, out-of-state meetings/conferences, operation enforcement training and G.R.E.A.T. certification. Cost includes: airfare, lodging, baggage, meals, and ground transportation.

| Budget Item | Travel Total | Year 3     |
|-------------|--------------|------------|
| DPD         |              | \$7,993.35 |


| TBD Training, Conferences and Meetings      |   |                   |
|---|---|-------------------|
| Hotel Accommodations<br>5 Officers 3 nights | Lodging for 15 nights @<br>\$288.89 night including taxes                       | \$4,333.35        |
| Transportation                              | Round trip air fare<br>transportation from Detroit @<br>\$500.00 round trip X 5 | \$2,500.00        |
| Local Transportation                        | \$50 per day for vehicle rental<br>@ 4 days                                     | \$200.00          |
| GSA M&IE Per Diem<br>15 Days                | Average \$64/day  | \$960.00          |
| <b>Sub Total</b>                            |   | <b>\$7,993.35</b> |

**BLACK FAMILY DEVELOPMENT (BFDI)**  
 Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
 Provider Contract – City of Detroit, Police Department

Supplies - all supplies will be used by assigned PSN personnel for investigations. Office supplies will be dedicated for program only. Law enforcement identification will be embroidered on all clothing gear.

| Item  | Quantity           | Cost     | Subtotal             |
|---|--------------------|----------|----------------------|
| PSN CVRP Task Force attire (t-shirts, sweat shirts and jackets) | Cost for all items | \$839.49 | \$839.49             |
| Box of Xerox paper  | 2                  | \$34.99  | \$69.98              |
| Printer Toner Ink   | 2                  | \$79.34  | \$158.68             |
| Ink Pens  |                    | \$70.00  | \$70.00              |
| <b>Total Supply Cost</b>  |                    |          | <b>\$1,138.15</b>    |
| <b>Grand Total</b>  |                    |          | <b>\$ 105,409.50</b> |

**Agency: Detroit Police Department**

Authorized Signor: 

Title: Chief of Police

Date: 5/3/2019

**BLACK FAMILY DEVELOPMENT (BFDI)**  
Violent Gang and Gun Crime Reduction—Project Safe Neighborhoods Grant Program  
**Provider Contract – City of Detroit, Police Department**

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CITY OF DETROIT  
OFFICE OF THE CHIEF FINANCIAL OFFICER  
OFFICE OF DEVELOPMENT AND GRANTS

COLEMAN A. YOUNG MUNICIPAL CENTER  
2 WOODWARD AVENUE, SUITE 1026 .  
DETROIT, MICHIGAN 48226  
PHONE: 313 • 628-2158  
FAX: 313 • 224 • 0542  
WWW.DETROITMI.GOV

October 1, 2019

The Honorable Detroit City Council  
**ATTN: City Clerk Office**  
200 Coleman A. Young Municipal Center  
Detroit MI 48226

**RE: Request to Accept and Appropriate the FY 2019 Innovations in Community-Based Crime Reduction Program**

The U.S. Department of Justice has awarded the City of Detroit Police Department with the FY 2019 Innovations in Community-Based Crime Reduction Program for a total of \$999,860.00. The total project cost is \$999,860.00. The grant period is October 1, 2019 through September 30, 2023.

The objective of the grant is to reduce gun-related, violent and drug crimes in areas targeted for demolition of vacant properties. The funding allotted to the department will be utilized to convene a cross sector partnership to develop and implement a place-based, data-driven strategy to address violent crime. This is a reimbursement grant.

If approval is granted to accept and appropriate this funding, the appropriation number is 20693.

I respectfully ask your approval to accept and appropriate funding in accordance with the attached resolution.

Sincerely,

Ryan Friedrichs  
Director, Office of Development and Grants

CC:  
Katerli Bounds, Deputy Director, Grants  
Sajjiah Parker, Assistant Director, Grants

This request has been approved by the Law Department  
This request has been approved by the Office of Budget



**RESOLUTION**

**Council Member** \_\_\_\_\_

**WHEREAS**, the Detroit Police Department is requesting authorization to accept a grant of reimbursement from the U.S. Department of Justice, in the amount of \$999,860.00, to reduce gun-related, violent and drug crimes in areas targeted for demolition of vacant properties; and

**WHEREAS**, this request has been approved by the Law Department; and

**WHEREAS**, this request has been approved by the Office of Budget; now

**THEREFORE, BE IT RESOLVED**, that the Director or Head of the Department is authorized to execute the grant agreement on behalf of the City of Detroit, and

**BE IT FURTHER RESOLVED**, that the Budget Director is authorized to establish Appropriation number 20693, in the amount of \$999,860.00, for the FY 2019 Innovations in Community-Based Crime Reduction Program.



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

---

Office of the Assistant Attorney General

Washington, D.C. 20531

September 28, 2019

The Honorable Mike Duggan  
City of Detroit  
1 Woodward Ave, Ste 1126  
Detroit, MI 48226

Dear Mayor Duggan:

On behalf of Attorney General William P. Barr, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 18 Innovations in Community-Based Crime Reduction Program in the amount of \$999,860 for City of Detroit.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Linda Hill-Franklin, Program Manager at (202) 514-0712; and
- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at [ask.ocfo@usdoj.gov](mailto:ask.ocfo@usdoj.gov).

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in blue ink, appearing to read "K. Sullivan", written over a horizontal line.

Katharine T. Sullivan  
Principal Deputy Assistant Attorney General

Enclosures



U.S. Department of Justice  
Office of Justice Programs  
Office of Civil Rights

Washington, DC 20531

September 28, 2019

The Honorable Mike Duggan  
City of Detroit  
1 Woodward Ave, Ste 1126  
Detroit, MI 48226

Dear Mayor Duggan:

Congratulations on your recent award! The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) has been delegated the responsibility for ensuring that recipients of federal financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) are not engaged in discrimination prohibited by law. Several federal civil rights laws, such as Title VI of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972, require recipients of federal financial assistance to give assurances that they will comply with those laws. In addition to those civil rights laws, many grant program statutes contain nondiscrimination provisions that require compliance with them as a condition of receiving federal financial assistance. For a complete review of these civil rights laws and nondiscrimination requirements, in connection with OJP and other DOJ awards, see <https://ojp.gov/funding/Explore/LegalOverview/CivilRightsRequirements.htm>

Under the delegation of authority, the OCR investigates allegations of discrimination against recipients from individuals, entities, or groups. In addition, the OCR conducts limited compliance reviews and audits based on regulatory criteria. These reviews and audits permit the OCR to evaluate whether recipients of financial assistance from the Department are providing services in a non-discriminatory manner to their service population or have employment practices that meet equal-opportunity standards.

If you are a recipient of grant awards under the Omnibus Crime Control and Safe Streets Act or the Juvenile Justice and Delinquency Prevention Act and your agency is part of a criminal justice system, there are two additional obligations that may apply in connection with the awards: (1) complying with the regulation relating to Equal Employment Opportunity Programs (EEOs); and (2) submitting findings of discrimination to OCR. For additional information regarding the EEO requirement, see 28 CFR Part 42, subpart E, and for additional information regarding requirements when there is an adverse finding, see 28 C.F.R. §§ 42.204(c), .205(c)(5). Please submit information about any adverse finding to the OCR at the above address.

We at the OCR are available to help you and your organization meet the civil rights requirements that are associated with OJP and other DOJ grant funding. If you would like the OCR to assist you in fulfilling your organization's civil rights or nondiscrimination responsibilities as a recipient of federal financial assistance, please do not hesitate to let us know.

Sincerely,

Michael L. Alston  
Director


cc: Grant Manager  
Financial Analyst



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

Grant

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|   |           |  |                      |           |      |      |        |
|---|-----------|--|----------------------|-----------|------|------|--------|
| 1. RECIPIENT NAME AND ADDRESS (Including Zip Code)<br>City of Detroit<br>1 Woodward Ave, Ste 1126<br>Detroit, MI 48226                            |           | 4. AWARD NUMBER: 2019-BJ-BX-0005   |                      |           |      |      |        |
|   |           | 5. PROJECT PERIOD: FROM 10/01/2019 TO 09/30/2023<br>BUDGET PERIOD: FROM 10/01/2019 TO 09/30/2023 |                      |           |      |      |        |
| 2a. GRANTEE IRS/VENDOR NO.<br>386004606   |           | 6. AWARD DATE 09/28/2019   | 7. ACTION<br>Initial |           |      |      |        |
| 2b. GRANTEE DUNS NO.<br>137199266   |           | 8. SUPPLEMENT NUMBER<br>00   |                      |           |      |      |        |
| 3. PROJECT TITLE<br>FY 19 CBCR Program  |           | 9. PREVIOUS AWARD AMOUNT \$ 0  |                      |           |      |      |        |
|   |           | 10. AMOUNT OF THIS AWARD   | \$ 999,860           |           |      |      |        |
|   |           | 11. TOTAL AWARD  | \$ 999,860           |           |      |      |        |
| 12. SPECIAL CONDITIONS<br>THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S). |           |  |                      |           |      |      |        |
| 13. STATUTORY AUTHORITY FOR GRANT<br>This project is supported under FY19(BJA - CBCR) Pub. L. No. 116-6, 133 Stat 13, 114                         |           |  |                      |           |      |      |        |
| 14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number)<br>16 B17 - Byrne Criminal Justice Innovation Program                                    |           |  |                      |           |      |      |        |
| 15. METHOD OF PAYMENT<br>GPRS   |           |  |                      |           |      |      |        |
| <b>AGENCY APPROVAL</b>  |           | <b>GRANTEE ACCEPTANCE</b>  |                      |           |      |      |        |
| 16. TYPED NAME AND TITLE OF APPROVING OFFICIAL<br>Katharine T. Sullivan<br>Principal Deputy Assistant Attorney General                            |           | 18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL<br>Mike Duggan<br>Mayor                  |                      |           |      |      |        |
| 17. SIGNATURE OF APPROVING OFFICIAL<br>                        |           | 19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL   | 19A. DATE            |           |      |      |        |
| <b>AGENCY USE ONLY</b>  |           |  |                      |           |      |      |        |
| 20. ACCOUNTING CLASSIFICATION CODES   |           |  | 21. UBJUGT1818       |           |      |      |        |
| FISCAL YEAR   | FUND CODE | BUD. ACT.  | OFC.                 | DIV. REG. | SUB. | POMS | AMOUNT |
| X   | B         | BJ   | 80                   | 00        | 00   |      | 855859 |
| X   | B         | BJ   | 80                   | 00        | 00   | 00   | 144001 |

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)





U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

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PROJECT NUMBER 2019-BJ-BX-0005

AWARD DATE 09/28/2019

**SPECIAL CONDITIONS**

**I. Requirements of the award; remedies for non-compliance or for materially false statements**

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award. By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts all such assurances or certifications as if personally executed by the authorized recipient official.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period - may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. The U.S. Department of Justice ("DOJ"), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or unenforceable, such provision shall be deemed severable from this award.

**2. Applicability of Part 200 Uniform Requirements**

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2019 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2019 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2019 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.



PROJECT NUMBER 2019-BJ-BX-0005

AWARD DATE 09/28/2019

**SPECIAL CONDITIONS**

**3. Compliance with DOJ Grants Financial Guide**

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

**4. Reclassification of various statutory provisions to a new Title 34 of the United States Code**

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

**5. Required training for Point of Contact and all Financial Points of Contact**

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2017, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after -- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2017, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

**6. Requirements related to "de minimis" indirect cost rate**

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 4 OF 22

PROJECT NUMBER 2019-BJ-BX-0005

AWARD DATE 09/28/2019

**SPECIAL CONDITIONS**

**7. Requirement to report potentially duplicative funding**

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

**8. Requirements related to System for Award Management and Universal Identifier Requirements**

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

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PROJECT NUMBER 2019-BJ-BX-0005

AWARD DATE 09/28/2019

**SPECIAL CONDITIONS**

**9. Employment eligibility verification for hiring under the award**

**1. The recipient (and any subrecipient at any tier) must--**

**A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1) and (2).**

**B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--**

**(1) this award requirement for verification of employment eligibility, and**

**(2) the associated provisions in 8 U.S.C. 1324a(a)(1) and (2) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.**

**C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1) and (2).**

**D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.**

**2. Monitoring**

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

**3. Allowable costs**

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

**4. Rules of construction**

**A. Staff involved in the hiring process**

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

**B. Employment eligibility confirmation with E-Verify**

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify ([www.e-verify.gov](http://www.e-verify.gov)), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

**C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands**

**D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or**



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any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1) and (2).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at [E-Verify@dhs.gov](mailto:E-Verify@dhs.gov). E-Verify employer agents can email E-Verify at [E-VerifyEmployerAgent@dhs.gov](mailto:E-VerifyEmployerAgent@dhs.gov).

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

**10. Requirement to report actual or imminent breach of personally identifiable information (PII)**

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

**11. All subawards ("subgrants") must have specific federal authorization**

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

**12. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000**

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.



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**13. Unreasonable restrictions on competition under the award; association with federal government**

**SCOPE.** This condition applies with respect to any procurement of property or services that is funded (in whole or in part) by this award, whether by the recipient or by any subrecipient at any tier, and regardless of the dollar amount of the purchase or acquisition, the method of procurement, or the nature of any legal instrument used. The provisions of this condition must be among those included in any subaward (at any tier).

**1. No discrimination, in procurement transactions, against associates of the federal government**

Consistent with the (DOJ) Part 200 Uniform Requirements -- including as set out at 2 C.F.R. 200.300 (requiring awards to be "manage[d] and administer[ed] in a manner so as to ensure that Federal funding is expended and associated programs are implemented in full accordance with U.S. statutory and public policy requirements") and 200.319(a) (generally requiring "[a]ll procurement transactions [to] be conducted in a manner providing full and open competition" and forbidding practices "restrictive of competition," such as "[p]lacing unreasonable requirements on firms in order for them to qualify to do business" and taking "[a]ny arbitrary action in the procurement process") -- no recipient (or subrecipient, at any tier) may (in any procurement transaction) discriminate against any person or entity on the basis of such person or entity's status as an "associate of the federal government" (or on the basis of such person or entity's status as a parent, affiliate, or subsidiary of such an associate), except as expressly set out in 2 C.F.R. 200.319(a) or as specifically authorized by USDOJ.

**2. Monitoring**

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

**3. Allowable costs**

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

**4. Rules of construction**

**A.** The term "associate of the federal government" means any person or entity engaged or employed (in the past or at present) by or on behalf of the federal government -- as an employee, contractor or subcontractor (at any tier), grant recipient or subrecipient (at any tier), agent, or otherwise -- in undertaking any work, project, or activity for or on behalf of (or in providing goods or services to or on behalf of) the federal government, and includes any applicant for such employment or engagement, and any person or entity committed by legal instrument to undertake any such work, project, or activity (or to provide such goods or services) in future.

**B.** Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.



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14. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

15. Determination of suitability to interact with participating minors

**SCOPE.** This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

16. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

17. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws

18. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.



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**19. Effect of failure to address audit issues**

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

**20. Potential imposition of additional requirements**

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

**21. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42**

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

**22. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54**

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

**23. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38**

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38 (as may be applicable from time to time), specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries

Currently, among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38, currently, also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations

The text of 28 C.F.R. Part 38 is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.





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24. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

25. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2019)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2019, are set out at <https://ojp.gov/funding/Explore/FY19AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

26. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award – (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by—(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Fraud Detection Office (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.



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27. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.



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28. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

29. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

30. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at [OJP.ComplianceReporting@ojp.usdoj.gov](mailto:OJP.ComplianceReporting@ojp.usdoj.gov). For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

31. The recipient agrees to submit to BJA for review and approval any curricula, training materials, proposed publications, reports, or any other written materials that will be published, including web-based materials and web site content, through funds from this grant at least thirty (30) working days prior to the targeted dissemination date. Any written, visual, or audio publications, with the exception of press releases, whether published at the grantee's or government's expense, shall contain the following statements: "This project was supported by Grant No. 2019-BJ-BX-0005 awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice." The current edition of the DOJ Grants Financial Guide provides guidance on allowable printing and publication activities.

32. The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.



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33. Any Web site that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages (i.e., pages (exclusive of documents) whose primary purpose is to navigate the user to interior content), and on any pages from which a visitor may access or use a Web-based service, including any pages that provide results or outputs from the service: "This Web site is funded in whole or in part through a grant from the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)." The full text of the foregoing statement must be clearly visible on the home page. On other pages, the statement may be included through a link, entitled "Notice of Federal Funding and Federal Disclaimer," to the full text of the statement.

34. Justification of consultant rate

Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds

35. Copyright; Data rights

The recipient acknowledges that OJP reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under an award or subaward (at any tier); and (2) any rights of copyright to which a recipient or subrecipient (at any tier) purchases ownership with Federal support.

The recipient acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under any such award or subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227-14 (Rights in Data - General).

It is the responsibility of the recipient (and of each subrecipient (at any tier), if applicable) to ensure that the provisions of this condition are included in any subaward (at any tier) under this award.

The recipient has the responsibility to obtain from subrecipients, contractors, and subcontractors (if any) all rights and data necessary to fulfill the recipient's obligations to the Government under this award. If a proposed subrecipient, contractor, or subcontractor refuses to accept terms affording the Government such rights, the recipient shall promptly bring such refusal to the attention of the OJP program manager for the award and not proceed with the agreement in question without further authorization from the OJP program office.

36. Confidentiality of data

The recipient (and any subrecipient at any tier) must comply with all confidentiality requirements of 34 U.S.C. 10231 and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. The recipient further agrees, as a condition of award approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, 28 C.F.R. 22.23.



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37. With respect to this award, federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (An award recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

38. Protection of human research subjects

The recipient (and any subrecipient at any tier) must comply with the requirements of 28 C.F.R. Part 46 and all OJP policies and procedures regarding the protection of human research subjects, including obtaining of Institutional Review Board approval, if appropriate, and subject informed consent.

39. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

40. Cooperating with OJP Monitoring

The recipient agrees to cooperate with OJP monitoring of this award pursuant to OJP's guidelines, protocols, and procedures, and to cooperate with OJP (including the grant manager for this award and the Office of Chief Financial Officer (OCFO)) requests related to such monitoring, including requests related to desk reviews and/or site visits. The recipient agrees to provide to OJP all documentation necessary for OJP to complete its monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by OJP for providing the requested documents. Failure to cooperate with OJP's monitoring activities may result in actions that affect the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to award funds; referral to the DOJ OIG for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

41. Required attendance at BJA-sponsored events

The recipient (and its subrecipients at any tier) must participate in BJA-sponsored training events, technical assistance events, or conferences held by BJA or its designees, upon BJA's request.



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42. Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIIS") within SAM are posted on the OJP web site at <https://ojp.gov/funding/FAPIIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.

43. The recipient is authorized to incur obligations, expend, and draw down funds in an amount not to exceed \$20,000 for the sole purpose of submitting additional information to BJA to obtain budget approval; working with the BJA TTA provider to conduct a needs assessment; securing a project coordinator; participating in BJA and TTA provider orientation and training webinars; formalizing and meeting with cross-sector management teams; developing or revising MOUs and MOAs; negotiating contract/scope of work with research partner and other subcontractors; identifying primary data sources and beginning data exchanges; and, developing "early action" projects. The grantee is not authorized to incur any additional obligations, or expenditures or drawdowns until the awarding agency and the Office of the Chief Financial Officer (OCFO) has reviewed and approved the recipient's budget and budget narrative, and a Grant Adjustment Notice (GAN) has been issued to remove this special condition.
44. Recipient understands and agrees to report on the use and status of real property acquired, constructed, or improved under this award, throughout the useful life of the property or until the federal interest in the property ceases, whichever is shorter. Recipient further agrees to provide the required use and status reports on federal Standard Form 429, or by other reasonable method as directed by OJP, in conformance with 2 C.F.R. 200.329.
45. To demonstrate program progress and success, as well as to assist the Department with fulfilling its responsibilities under the Government Performance and Results Act of 1993 (GPRA), Public Law 103-62, and the GPRA Modernization Act of 2010, Public Law 111-352, the recipient must regularly provide data to measure the results of their work done under this solicitation. Recipients will be required to submit quarterly performance metrics through BJA's online Performance Measurement Tool (PMT), located at [bjapmt.ojp.gov](http://bjapmt.ojp.gov). The complete list of BCJI Program performance measures is available here: <https://www.bjaperformancetools.org/help/BCJIPerformanceIndicatorgrid.pdf>.
46. The recipient may not obligate, expend, or draw down more than \$150,000 under this award until: (1) the recipient submits a comprehensive implementation plan; (2) BJA approves the implementation plan and determines that the recipient has satisfactorily completed the Planning Phase; and (3) a Grant Adjustment Notice (GAN) has been issued to remove this condition.



U.S. Department of Justice  
Office of Justice Programs  
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**AWARD CONTINUATION  
SHEET  
Grant**

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PROJECT NUMBER 2019-BJ-BX-0005

AWARD DATE 09/28/2019

**SPECIAL CONDITIONS**

**47. Noninterference (within the funded "program or activity") with federal law enforcement: 8 U.S.C. 1373 and 1644; ongoing compliance**

1. With respect to the "program or activity" funded in whole or part under this award (including any such program or activity of any subrecipient at any tier), throughout the period of performance, no State or local government entity, -agency, or -official may prohibit or in any way restrict-- (1) any government entity or -official from sending or receiving information regarding citizenship or immigration status as described in 8 U.S.C. 1373(a); or (2) a government entity or -agency from sending, requesting or receiving, maintaining, or exchanging information regarding immigration status as described in either 8 U.S.C. 1373(b) or 1644. Any prohibition (or restriction) that violates this condition is an "information-communication restriction" under this award.

2. The recipient's monitoring responsibilities include monitoring of subrecipient compliance with the requirements of this condition.

3. Allowable costs. Compliance with these requirements is an authorized and priority purpose of this award. To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) that the recipient, or any subrecipient at any tier that is a State, a local government, or a public institution of higher education, incurs to implement this condition.

**4. Rules of Construction**

**A. For purposes of this condition:**

(1) "State" and "local government" include any agency or other entity thereof, but not any institution of higher education or any Indian tribe.

(2) A "public" institution of higher education is defined as one that is owned, controlled, or directly funded (in whole or in substantial part) by a State or local government. (Such a public institution is considered to be a "government entity," and its officials to be "government officials.")

(3) "Program or activity" means what it means under title VI of the Civil Rights Act of 1964 (see 42 U.S.C. 2000d-4a).

(4) "Immigration status" means what it means under 8 U.S.C. 1373 and 8 U.S.C. 1644; and terms that are defined in 8 U.S.C. 1101 mean what they mean under that section 1101, except that "State" also includes American Samoa.

(5) Pursuant to the provisions set out at (or referenced in) 8 U.S.C. 1551 note ("Abolition ... and Transfer of Functions"), references to the "Immigration and Naturalization Service" in 8 U.S.C. 1373 and 1644 are to be read as references to particular components of the Department of Homeland Security (DHS).

**B. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, any State or local government, any public institution of higher education, or any other entity (or individual) to violate any federal law, including any applicable civil rights or nondiscrimination law.**

**IMPORTANT NOTE:** Any questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.





U.S. Department of Justice  
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**AWARD CONTINUATION  
SHEET  
Grant**

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PROJECT NUMBER 2019-BJ-BX-0005

AWARD DATE 09/28/2019

***SPECIAL CONDITIONS***

**48. No use of funds to interfere with federal law enforcement: 8 U.S.C. 1373 and 1644; ongoing compliance**

1. Throughout the period of performance, no State or local government entity, -agency, or -official may use funds under this award (including under any subaward, at any tier) to prohibit or in any way restrict-- (1) any government entity or -official from sending or receiving information regarding citizenship or immigration status as described in 8 U.S.C. 1373(a); or (2) a government entity or -agency from sending, requesting or receiving, maintaining, or exchanging information regarding immigration status as described in either 8 U.S.C. 1373(b) or 1644. Any prohibition (or restriction) that violates this condition is an "information-communication restriction" under this award.

2. The recipient's monitoring responsibilities include monitoring of subrecipient compliance with the requirements of this condition.

3. Allowable costs. Compliance with these requirements is an authorized and priority purpose of this award. To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) that the recipient, or any subrecipient at any tier that is a State, a local government, or a public institution of higher education, incurs to implement this condition.

4. Rules of Construction. Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference (within the funded "program or activity") with federal law enforcement: 8 U.S.C. 1373 and 1644; ongoing compliance" condition are incorporated by reference as though set forth here in full.





U.S. Department of Justice  
Office of Justice Programs  
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**AWARD CONTINUATION  
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PROJECT NUMBER 2019-BJ-BX-0005

AWARD DATE 09/28/2019

**SPECIAL CONDITIONS**

49. Authority to obligate award funds contingent on noninterference (within the funded "program or activity") with federal law enforcement: 8 U.S.C. 1373 and 1644; unallowable costs; notification

1. If the recipient is a "State," a local government, or a "public" institution of higher education:

A. The recipient may not obligate award funds if, at the time of the obligation, the "program or activity" of the recipient (or of any subrecipient at any tier that is a State, a local government, or a public institution of higher education) that is funded in whole or in part with award funds is subject to any "information-communication restriction."

B. In addition, with respect to any project costs it incurs "at risk," the recipient may not obligate award funds to reimburse itself if -- at the time it incurs such costs -- the program or activity of the recipient (or of any subrecipient at any tier that is a State, a local government, or a public institution of higher education) that would be reimbursed in whole or in part with award funds was subject to any information-communication restriction.

C. Any drawdown of award funds by the recipient shall be considered, for all purposes, to be a material representation by the recipient to OJP that, as of the date the recipient requests the drawdown, the recipient and each subrecipient (regardless of tier) that is a State, local government, or public institution of higher education, is in compliance with the award condition entitled "Noninterference (within the funded 'program or activity') with federal law enforcement: 8 U.S.C. 1373 and 1644; ongoing compliance."

D. The recipient must promptly notify OJP (in writing) if the recipient, from its requisite monitoring of compliance with award conditions or otherwise, has credible evidence that indicates that the funded program or activity of the recipient, or of any subrecipient at any tier that is either a State or a local government or a public institution of higher education, may be subject to any information-communication restriction. In addition, any subaward (at any tier) to a subrecipient that is a State, a local government, or a public institution of higher education must require prompt notification to the entity that made the subaward, should the subrecipient have such credible evidence regarding an information-communication restriction.

2. Any subaward (at any tier) to a subrecipient that is a State, a local government, or a public institution of higher education must provide that the subrecipient may not obligate award funds if, at the time of the obligation, the program or activity of the subrecipient (or of any further such subrecipient at any tier) that is funded in whole or in part with award funds is subject to any information-communication restriction.

3. Absent an express written determination by DOJ to the contrary, based upon a finding by DOJ of compelling circumstances (e.g., a small amount of award funds obligated by the recipient at the time of a subrecipient's minor and transitory non-compliance, which was unknown to the recipient despite diligent monitoring), any obligations of award funds that, under this condition, may not be made shall be unallowable costs for purposes of this award. In making any such determination, DOJ will give great weight to evidence submitted by the recipient that demonstrates diligent monitoring of subrecipient compliance with the requirements set out in the "Noninterference ... 8 U.S.C. 1373 and 1644; ongoing compliance" award condition.

4. Rules of Construction

A. For purposes of this condition "information-communication restriction" has the meaning set out in the "Noninterference ... 8 U.S.C. 1373 and 1644; ongoing compliance" condition.

B. Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference ... 8 U.S.C. 1373 and 1644; ongoing compliance" condition are incorporated by reference as though set forth here in full.



U.S. Department of Justice  
Office of Justice Programs  
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**AWARD CONTINUATION  
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Grant**

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PROJECT NUMBER 2019-BJ-BX-0005

AWARD DATE 09/28/2019

*SPECIAL CONDITIONS*

50. Authority to obligate award funds contingent on no use of funds to interfere with federal law enforcement: 8 U.S.C. 1373 and 1644; unallowable costs; notification

1. If the recipient is a "State," a local government, or a "public" institution of higher education:

A. The recipient may not obligate award funds if, at the time of the obligation, the "program or activity" of the recipient (or of any subrecipient at any tier that is a State, a local government, or a public institution of higher education) that is funded in whole or in part with award funds is subject to any "information-communication restriction."

B. In addition, with respect to any project costs it incurs "at risk," the recipient may not obligate award funds to reimburse itself if -- at the time it incurs such costs -- the program or activity of the recipient (or of any subrecipient at any tier that is a State, a local government, or a public institution of higher education) that would be reimbursed in whole or in part with award funds was subject to any information-communication restriction.

C. Any drawdown of award funds by the recipient shall be considered, for all purposes, to be a material representation by the recipient to OJP that, as of the date the recipient requests the drawdown, the recipient and each subrecipient (regardless of tier) that is a State, local government, or public institution of higher education, is in compliance with the award condition entitled "No use of funds to interfere with federal law enforcement: 8 U.S.C. 1373 and 1644; ongoing compliance."

D. The recipient must promptly notify OJP (in writing) if the recipient, from its requisite monitoring of compliance with award conditions or otherwise, has credible evidence that indicates that the funded program or activity of the recipient, or of any subrecipient at any tier that is either a State or a local government or a public institution of higher education, may be subject to any information-communication restriction. In addition, any subaward (at any tier) to a subrecipient that is a State, a local government, or a public institution of higher education must require prompt notification to the entity that made the subaward, should the subrecipient have such credible evidence regarding an information-communication restriction.

2. Any subaward (at any tier) to a subrecipient that is a State, a local government, or a public institution of higher education must provide that the subrecipient may not obligate award funds if, at the time of the obligation, the program or activity of the subrecipient (or of any further such subrecipient at any tier) that is funded in whole or in part with award funds is subject to any information-communication restriction.

3. Absent an express written determination by DOJ to the contrary, based upon a finding by DOJ of compelling circumstances (e.g., a small amount of award funds obligated by the recipient at the time of a subrecipient's minor and transitory non-compliance, which was unknown to the recipient despite diligent monitoring), any obligations of award funds that, under this condition, may not be made shall be unallowable costs for purposes of this award. In making any such determination, DOJ will give great weight to evidence submitted by the recipient that demonstrates diligent monitoring of subrecipient compliance with the requirements set out in the "No use of funds to interfere ... 8 U.S.C. 1373 and 1644; ongoing compliance" award condition.

4. Rules of Construction. The "Rules of Construction" set out in the "Authority to obligate award funds contingent on noninterference (within the funded "program or activity") with federal law enforcement: 8 U.S.C. 1373 and 1644; unallowable costs; notification" condition are incorporated by reference as though set forth here in full.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

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PROJECT NUMBER 2019-BJ-BX-0005

AWARD DATE 09/28/2019

**SPECIAL CONDITIONS**

51. Noninterference (within the funded "program or activity") with federal law enforcement: No public disclosure of certain law enforcement sensitive information

**SCOPE.** This condition applies with respect to the "program or activity" that is funded (in whole or in part) by the award, as of the date the recipient accepts this award, and throughout the remainder of the period of performance. Its provisions must be among those included in any subaward (at any tier).

1. Noninterference: No public disclosure of federal law enforcement information in order to conceal, harbor, or shield

Consistent with the purposes and objectives of federal law enforcement statutes and federal criminal law (including 8 U.S.C. 1324 and 18 U.S.C. chs. 1, 49, 227), no public disclosure may be made of any federal law enforcement information in a direct or indirect attempt to conceal, harbor, or shield from detection any fugitive from justice under 18 U.S.C. ch. 49, or any alien who has come to, entered, or remains in the United States in violation of 8 U.S.C. ch. 12 – without regard to whether such disclosure would constitute (or could form a predicate for) a violation of 18 U.S.C. 1071 or 1072 or of 8 U.S.C. 1324(a).

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions (e.g., training) designed to ensure compliance with this condition.

4. Rules of construction

- A. For purposes of this condition–

(1) the term "alien" means what it means under section 101 of the Immigration and Nationality Act (see 8 U.S.C. 1101(a)(3));

(2) the term "federal law enforcement information" means law enforcement sensitive information communicated or made available, by the federal government, to a State or local government entity, -agency, or -official, through any means, including, without limitation– (1) through any database, (2) in connection with any law enforcement partnership or -task-force, (3) in connection with any request for law enforcement assistance or -cooperation, or (4) through any deconfliction (or courtesy) notice of planned, imminent, commencing, continuing, or impending federal law enforcement activity;

(3) the term "law enforcement sensitive information" means records or information compiled for any law enforcement purpose; and

(4) the term "public disclosure" means any communication or release other than one– (a) within the recipient, or (b) to any subrecipient (at any tier) that is a government entity.

B. Both the "Rules of Construction" and the "Important Note" set out in the "Noninterference (within the funded 'program or activity') with federal law enforcement: 8 U.S.C. 1373 and 1644 and ongoing compliance" award condition are incorporated by reference as though set forth here in full.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

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PROJECT NUMBER 2019 BJ-BX-0005

AWARD DATE 09/28/2019

*SPECIAL CONDITIONS*

52. No use of funds to interfere with federal law enforcement: No public disclosure of certain law enforcement sensitive information

**SCOPE.** This condition applies as of the date the recipient accepts this award, and throughout the remainder of the period of performance. Its provisions must be among those included in any subaward (at any tier).

1. No use of funds to interfere: No public disclosure of federal law enforcement information in order to conceal, harbor, or shield

Consistent with the purposes and objectives of federal law enforcement statutes and federal criminal law (including 8 U.S.C. 1324 and 18 U.S.C. chs. 1, 49, 227), no funds under this award may be used to make any public disclosure of any federal law enforcement information in a direct or indirect attempt to conceal, harbor, or shield from detection any fugitive from justice under 18 U.S.C. ch. 49, or any alien who has come to, entered, or remains in the United States in violation of 8 U.S.C. ch. 12 -- without regard to whether such disclosure would constitute (or could form a predicate for) a violation of 18 U.S.C. 1071 or 1072 or of 8 U.S.C. 1324(a).

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions (e.g., training) designed to ensure compliance with this condition.

4. Rules of construction.

The "Rules of Construction" set out in the "Noninterference (within the funded "program or activity") with federal law enforcement: No public disclosure of certain law enforcement sensitive information" award condition are incorporated by reference as though set forth here in full.

53. Requirement to collect certain information from subrecipients

Except as provided in this condition, the recipient may not make a subaward to a State, a local government, or a "public" institution of higher education, unless it first obtains from the proposed subrecipient responses to the questions identified in the program solicitation as "Information regarding Communication with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE)." All subrecipient responses must be collected and maintained by the recipient, consistent with document retention requirements, and must be made available to DOJ upon request. Responses to these questions are not required from subrecipients that are either a tribal government/organization, a nonprofit organization, or a private institution of higher education.

54. The recipient may not obligate, expend or draw down funds until the Office of the Chief Financial Officer (OCFO) has approved the budget and budget narrative and a Grant Adjustment Notice (GAN) has been issued to remove this special condition.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 22 OF 22

PROJECT NUMBER 2019-BJ-BX-0005

AWARD DATE 09/28/2019

***SPECIAL CONDITIONS***

**55. Withholding of funds: DHS questions**

The recipient may not obligate, expend or drawdown funds until the Office of Justice Programs has received and approved the required application attachment(s) described in the program solicitation as "Information regarding Communication with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE)," and has issued a Grant Adjustment Notice (GAN) releasing this special condition.



**U.S. Department of Justice**  
**Office of Justice Programs**  
*Bureau of Justice Assistance*

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*Washington, D.C. 20531*

**Memorandum To:** Official Grant File  
**From:** Orbin Terry, NEPA Coordinator  
**Subject:** Categorical Exclusion for City of Detroit

The Innovations in Community-Based Crime Reduction Program (CBCR) will target hot spots of crime where a significant proportion of crime occurs as compared to the overall jurisdiction. CBCR furthers the Department's mission by leading efforts to enhance the capacity of local and tribal communities to effectively target and address significant crime issues through collaborative cross-sector approaches that help advance broader neighborhood development goals. Awards under this program will focus on funding Planning and Implementation efforts.

None of the following activities will be conducted whether under the Office of Justice Programs federal action or a related third party action:

(1) New construction.

(2) Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including property (a) listed on or eligible for listing on the National Register of Historic Places, or (b) located within a 100-year flood plain, a wetland, or habitat for an endangered species.

(3) A renovation that will change the basic prior use of a facility or significantly change its size.

(4) Research and technology whose anticipated and future application could be expected to have an effect on the environment.

(5) Implementation of a program involving the use of chemicals.

Additionally, the proposed action is neither a phase nor a segment of a project that when reviewed in its entirety would not meet the criteria for a categorical exclusion.

Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of Title 28 of the Code of Federal Regulations.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**GRANT MANAGER'S MEMORANDUM, PT. I:  
PROJECT SUMMARY**

**Grant**

PROJECT NUMBER

2019-BJ-BX-0005

PAGE 1 OF 1

This project is supported under FY19(BJA - CBCR) Pub. L. No. 116-6, 133 Stat 13, 114

**1. STAFF CONTACT (Name & telephone number)**

Linda Hill-Franklin  
(202) 514-0712

**2. PROJECT DIRECTOR (Name, address & telephone number)**

Trisha Stein  
Director of Administrative Operations  
2 Woodward Ave, Ste 1162  
Detroit, MI 48226  
(313) 596-2918

**3a. TITLE OF THE PROGRAM**

BJA FY 19 Innovations in Community-Based Crime Reduction Program

**3b. POMS CODE (SEE INSTRUCTIONS  
ON REVERSE)**

00

**4. TITLE OF PROJECT**

FY 19 CBCR Program

**5. NAME & ADDRESS OF GRANTEE**

City of Detroit  
1 Woodward Ave, Ste 1126  
Detroit, MI 48226

**6. NAME & ADDRESS OF SUBGRANTEE**

**7. PROGRAM PERIOD**

FROM: 10/01/2019 TO: 09/30/2023

**8. BUDGET PERIOD**

FROM: 10/01/2019 TO: 09/30/2023

**9. AMOUNT OF AWARD**

\$ 999,860

**10. DATE OF AWARD**

09/28/2019

**11. SECOND YEAR'S BUDGET**

**12. SECOND YEAR'S BUDGET AMOUNT**

**13. THIRD YEAR'S BUDGET PERIOD**

**14. THIRD YEAR'S BUDGET AMOUNT**

**15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)**

The Innovations in Community-Based Crime Reduction Program (CBCR) enhances the capacity of local and tribal communities to effectively reduce violent crime issues in distressed neighborhoods through coordinated cross-sector approaches that are linked with broader neighborhood revitalization efforts.

The goal of CBCR is to reduce crime, increase trust, and improve community safety as part of a comprehensive strategy to rebuild and revitalize neighborhoods. Through a broad cross-sector partnership team, including neighborhood residents, CBCR grantees target neighborhoods with hot spots of violent and serious crime and employ data-driven, cross-sector strategies to accomplish this goal.

The grant recipient will use the Planning and Implementation funds to develop and complete a strategic, collaborative, and community-oriented plan to reduce crime in a target neighborhood and then begin implementation of the plan during the project period. Applicants will use Planning and Implementation funds to

engage in a planning phase that will generally last nine to 18 months to: identify, verify, and prioritize crime hot spots within the identified neighborhood; work with cross-sector team and law enforcement partners to develop a multi-faceted strategy, drawing on a continuum of approaches to address crime drivers; complete an early action project; pursue community partnerships and leadership that ensures the community is active in the process; collaborate regularly with local law enforcement and community partners to conduct analysis of crime drivers, and an assessment of needs and available resources; and develop a comprehensive implementation plan to reduce crime that includes a plan that articulates the range of strategies that the CBCR partners plan to pursue. Upon completion of the planning phase, applicants will engage in an implementation phase to: convene regular, ongoing meetings with cross-sector partners and the management team; share regular input/discussions with the research partner and assess program implementation; build the capacity of residents and the management team to coordinate and engage in a problem solving approach; implement, modify, and evaluate strategies, as appropriate; redirect program activities when ongoing analysis indicates program goals are not being met; and identify and develop a sustainability strategy for longer-term implementation of CBCR Program core elements, including the active role of community stakeholders.

The project will convene a cross-sector partnership to create and implement a CBCR implementation plan; reduce crime in the target area by leveraging existing economic development plans and strengthening community partnerships; increase safety through targeted enforcement; strengthen community capacity, connectivity, and support; and connect residents to workforce development opportunities.

CA/NCF



Budget Summary

| Budget Summary             |                  |                     |                       |                     |                       |                     |                       |                     |                       |                     |                 |                     |
|----------------------------|------------------|---------------------|-----------------------|---------------------|-----------------------|---------------------|-----------------------|---------------------|-----------------------|---------------------|-----------------|---------------------|
| Budget Category            | Year 1           |                     | Year 2<br>(if needed) |                     | Year 3<br>(if needed) |                     | Year 4<br>(if needed) |                     | Year 5<br>(if needed) |                     | Totals          |                     |
|                            | Federal Request  | Non-Federal Request | Federal Request       | Non-Federal Request | Federal Request       | Non-Federal Request | Federal Request       | Non-Federal Request | Federal Request       | Non-Federal Request | Federal Request | Non-Federal Request |
| A. Personnel               | \$97,572         | \$0                 | \$238,736             | \$0                 | \$243,234             | \$0                 | \$243,234             | \$0                 | \$243,234             | \$0                 | \$0             | \$822,776           |
| B. Fringe Benefits         | \$7,553          | \$0                 | \$7,553               | \$0                 | \$7,553               | \$0                 | \$7,553               | \$0                 | \$7,553               | \$0                 | \$0             | \$30,212            |
| C. Travel                  | \$0              | \$0                 | \$3,376               | \$0                 | \$3,376               | \$0                 | \$0                   | \$0                 | \$0                   | \$0                 | \$0             | \$6,752             |
| D. Equipment               | \$13,000         | \$0                 | \$0                   | \$0                 | \$0                   | \$0                 | \$0                   | \$0                 | \$0                   | \$0                 | \$0             | \$13,000            |
| E. Supplies                | \$6,780          | \$0                 | \$6,780               | \$0                 | \$6,780               | \$0                 | \$6,780               | \$0                 | \$6,780               | \$0                 | \$0             | \$27,120            |
| F. Construction            | \$0              | \$0                 | \$0                   | \$0                 | \$0                   | \$0                 | \$0                   | \$0                 | \$0                   | \$0                 | \$0             | \$0                 |
| G. Subawards (Subgrants)   | \$25,000         | \$0                 | \$25,000              | \$0                 | \$25,000              | \$0                 | \$25,000              | \$0                 | \$25,000              | \$0                 | \$0             | \$100,000           |
| H. Procurement Contracts   | \$0              | \$0                 | \$0                   | \$0                 | \$0                   | \$0                 | \$0                   | \$0                 | \$0                   | \$0                 | \$0             | \$0                 |
| I. Other                   | \$0              | \$0                 | \$0                   | \$0                 | \$0                   | \$0                 | \$0                   | \$0                 | \$0                   | \$0                 | \$0             | \$0                 |
| <b>Total Direct Costs</b>  | <b>\$149,905</b> | <b>\$0</b>          | <b>\$281,445</b>      | <b>\$0</b>          | <b>\$285,943</b>      | <b>\$0</b>          | <b>\$287,567</b>      | <b>\$0</b>          | <b>\$287,567</b>      | <b>\$0</b>          | <b>\$0</b>      | <b>\$959,860</b>    |
| J. Indirect Costs          | \$0              | \$0                 | \$0                   | \$0                 | \$0                   | \$0                 | \$0                   | \$0                 | \$0                   | \$0                 | \$0             | \$0                 |
| <b>Total Project Costs</b> | <b>\$149,905</b> | <b>\$0</b>          | <b>\$281,445</b>      | <b>\$0</b>          | <b>\$285,943</b>      | <b>\$0</b>          | <b>\$287,567</b>      | <b>\$0</b>          | <b>\$287,567</b>      | <b>\$0</b>          | <b>\$0</b>      | <b>\$959,860</b>    |

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

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



**MEMORANDUM**

**TO: David Whitaker, Director, LPD**  
**FROM: Scott Benson, City Council District 3**

**CC:** Hon. Janice Winfrey, City Clerk  
Alexis Wiley, Chief of Staff, Mayor's Office  
Tanvir Siddiqui, Mayor's Liaison, Dhaka North City Corporation  
Ehsan Taqbeem, Bangladeshi American Public Affairs Committee  
Stephanie Washington, Mayor's Liaison

**VIA:** Council President Brenda Jones

**DATE:** 30 Oct 2019

**RE: SISTER CITY AGREEMENT BETWEEN DETROIT AND DHAKA  
NORTH CITY CORPORATION**

My office is requesting LPD utilize the attached Sister City Partnership Agreement Toolkit to prepare a sister city resolution between Detroit and Dhaka North City Corporation. Please include language that states the following:

1. Agreement to promote commerce and peace through mutual respect, understanding, and cooperation.
2. Provide technical assistance.
3. Support the garment industry.
4. Support the automotive industry.
5. Hosting a diplomatic summit.

On 15 Oct 2019, Dhaka North City Corporation, Detroit City Council, Detroit Mayor's office and the Bangladeshi American Public Affairs Committee met and came up with an outline of deliverables as the foundation for a sister city agreement. While there may be changes to the draft resolution, the above items will give both cities a good place to begin the establishment of an official relationship.

Please provide the draft resolution by COB 1 Nov 19. Do not hesitate to reach out to my office, at 313-224-1198, with any questions.

SRB



## Types of Affiliations

### Sister City Relationship

A Sister City relationship is formed when the mayor or highest elected official (or, if elections do not take place, highest appointed official) from a U.S. community and a community in another country or territory sign a formal agreement on behalf of their communities endorsing a “sister city/sister cities” relationship. Sister city agreements shall be considered active/valid unless otherwise indicated by one or both of the respective communities.

Sister Cities International shall formally recognize only those relationships by cities/members in good standing (i.e. who are current on membership dues) in its Membership Directory or on its website. However, Sister Cities International shall not assert as invalid or otherwise impugn the legitimacy of those relationships formed by non-members.

### Friendship City

A Friendship City or Friendship Cities relationship is often formed by cities as a “stepping stone” to a more formal “Sister City” agreement. Typically Friendship City agreements are referred to as such in the formal documents that are signed. Sister Cities International shall recognize Friendship City relationships by members in its Membership Directory and website.

As per Sister Cities International Board of Directors:

Sister Cities International will recognize a new sister cities affiliation between a U.S. and an international community, even though another affiliation may exist between that international community and a different U.S. community, only if a cooperative agreement among all involved communities is filed with Sister Cities International. If a cooperative agreement is denied, or no response to the request is received within a reasonable amount of time, Sister Cities International will recognize the partnership as a *friendship city* and it will be delineated as such with a symbol in the membership directories.

The cooperative agreement *must be sent by* the *Mayor/County Executive/Governor* of the requesting community, and *must be sent to* the *Mayor/County Executive/Governor* of each of the existing partnership communities. Although the *Mayor/County Executive/Governor* may request input from, or may be given input by, the sister cities program, it is up to the discretion of the *Mayor/County Executive/Governor* to sign the cooperative agreement. Although Sister Cities International will help with the cooperative agreement process, it is up to the requesting community to get the agreement signed. Sister Cities International will not, in any way, force a community to “share” and sign the cooperative agreement.

To place a relationship into **Emeritus** status, the mayor or highest elected official of the U.S. community must write a letter to the mayor of the foreign city indicating that they wish to remain sister cities, but understand that the relationship will remain inactive until such time as both cities are able to sustain an active relationship. Sister Cities International should be informed in writing by the mayor of the U.S. city of the situation. Sister Cities International will



then place the partnership into Emeritus Status and will reflect this status in directories and all lists of sister city programs.

If a community wishes to **terminate** a sister city relationship, then a letter from the mayor or highest elected official of the U.S. city should be sent to the mayor of the sister city. Sister Cities International should be informed of this action in writing by the mayor of the U.S. city and Sister Cities International will then remove the partnership from its directories and all lists of sister city programs. We do not recommend terminating a relationship simply because it is dormant. Many partnerships wax and wane over the years, and in many cases a dormant partnership may be reinvigorated by local members years after it has been inactive.

## General Guidelines

In order for a sister city/county/state partnership to be recognized by Sister Cities International (SCI), the two communities must sign formal documents which clearly endorse the link. This presumes several key items: that the U.S. community is already a member of SCI and has followed proper procedures (e.g. passed a city council resolution declaring the intent to twin with the specific city); that both communities share a mutual commitment to the relationship; and that both have secured the necessary support structure to build a lasting relationship. You should check with your local sister city program to see if they have any additional requirements before pursuing a sister city relationship.

SCI often refers to these agreements as a “Sister City Agreement” or “Memorandum of Understanding.” However, as the following examples show, the actual name and format of your documents is left up to you.

A few things to keep in mind as you draft your agreement:

- Your agreement can range from the ceremonial, with language focusing on each city’s commitment to fostering understanding, cooperation, and mutual benefit to the precise, with particular areas of interest, specific programs/activities, or more concrete goals related to anything from numbers of exchanges to economic development.
- Don’t try to include everything you plan to do. Some specifics, like particular areas of interest or participating institutions are good to include. However, there’s no need to include all the programs you plan to do if it makes the document too lengthy or limits the scope of projects. This is a formal document to establish the relationship; specific tasks, responsibilities, or other nuts-and-bolts text related to implementation or administration of the partnership can be expressed more fully in a separate memorandum between the respective sister city committees. Your partnership agreement is a historical document and should not be dated or limited by being aligned with very specific tasks.
- Work with your counterparts. Remember that this is signed by both cities. You should share drafts of your agreement with your international partners and solicit feedback on **what they’d like to see in the agreement**. Be flexible to cultural or municipal priorities.
- Ask your counterparts to translate the agreement if it is drafted in English. It is important for the citizens of your partner community to be able to read and understand the commitment their city has made. Have someone in your own community who



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speaks that language check the foreign-language version to make sure it mirrors what you have in your own agreement.

- Keep it to one page. Ceremonial documents such as these partnership agreements work best if they can be posted in their entirety.
- Most sister city agreements include some acknowledgement of the founding principles of the sister city movement—to promote peace through mutual respect, understanding, and cooperation.
- Consider using official letterhead and/or other embellishments such as city seals or logos to reflect your enhance the document. Sister city agreements are often posted at city hall or other municipal offices and should reflect their historical importance
- Look at other agreements your city has signed. These agreements may give you an idea of what is acceptable or possible, and they may be in an easily replicable format. If you cannot access older agreements please contact Sister Cities International, we may have them on file, although we do not have copies of all partnership agreements.
- Documents must be signed by the top elected official of both communities.
- Check with your mayor, city council, town clerk, et al. to make sure that the agreement is OK with them. The mayor is the one putting his or her name on the paper, and you don't want to spend time developing an agreement which will never be signed.
- Official documents are usually signed during a formal ceremony recognizing the partnership. Be sure both communities receive a signed set of the official documents for their records.
- Remember to send your signed agreement to Sister Cities International. After we receive your agreement we will post the relationship in the City Directory and make sure it is included in our Annual Membership Directory.

Remember that each city's sister city program is independent and can impose requirements like the establishment of a committee, a review period, sustainability/funding plan, among others, before sanctioning a sister city agreement. Check with your local program or mayor's office to see if this is the case.

On the following pages you'll find a series of partnership agreements to give you an idea of what is possible. While you should feel free to use some of the formatting and language, we encourage you to make your agreement your own and be creative with what you produce. If you are unsure about your agreement or want advice you can always solicit feedback by sending it to our Membership Director at [akaplan@sister-cities.org](mailto:akaplan@sister-cities.org) or contacting us at (202) 347-8630.



**SisterCities**  
INTERNATIONAL  
Connect globally. Thrive locally.

# Partnership Agreement Toolkit



المجلس البلدي والتخطيط  
ABU DHABI MUNICIPALITY & TOWN PLANNING

**AN AGREEMENT FOR THE ESTABLISHMENT OF  
SISTER CITIES RELATIONSHIP  
BETWEEN  
THE CITY OF ABU DHABI ( U. A.E)  
AND  
HOUSTON , TEXAS ( U.S.A)**

The Sister City Program, administered by Sister Cities International, was initiated By the President of the United States of America in 1956 to encourage greater Friendship and understanding between the United States and other nations through Direct personal contact; and

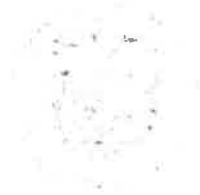
In order to foster those goals, the people of Abu Dhabi and Houston, in a gesture of Friendship and goodwill, agree to collaborate for the mutual benefit of their Communities by exploring education, economic and cultural opportunities.

Abu Dhabi and Houston, sharing a common interest in energy , technology and medicine, and the desire to promote mutual understanding among our citizens do hereby proclaim themselves Sister Cities beginning on the 13<sup>th</sup> day of March 2001, the date of Houston City Council resolution establishing the Sister City relationship became effective.

Signed on this 26<sup>th</sup> of October 2002, in duplicate in the Arabic and English Languages, both text being equally authentic.

  
**Sheikh Mohammed bin Butti Al Hamed**  
**Chairman of Abu Dhabi Municipality**  
**& Town Planning**

  
**Lee P. Brown**  
**Mayor of Houston**



THE CITY OF NEW YORK  
OFFICE OF THE MAYOR  
NEW YORK, N.Y. 10007

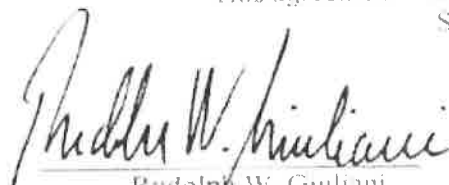
## THE NEW YORK CITY-LONDON SISTER CITY PARTNERSHIP Memorandum of Understanding

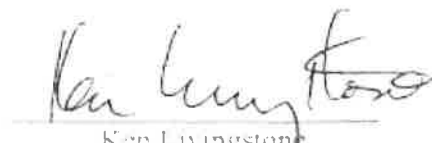
The Sister City partnership between New York City and London will foster mutually beneficial solutions to common challenges for these two great cosmopolitan entities. Consequently, the Sister City relationship between the two will be one of the most important in their network of global partnerships, as it strives to:

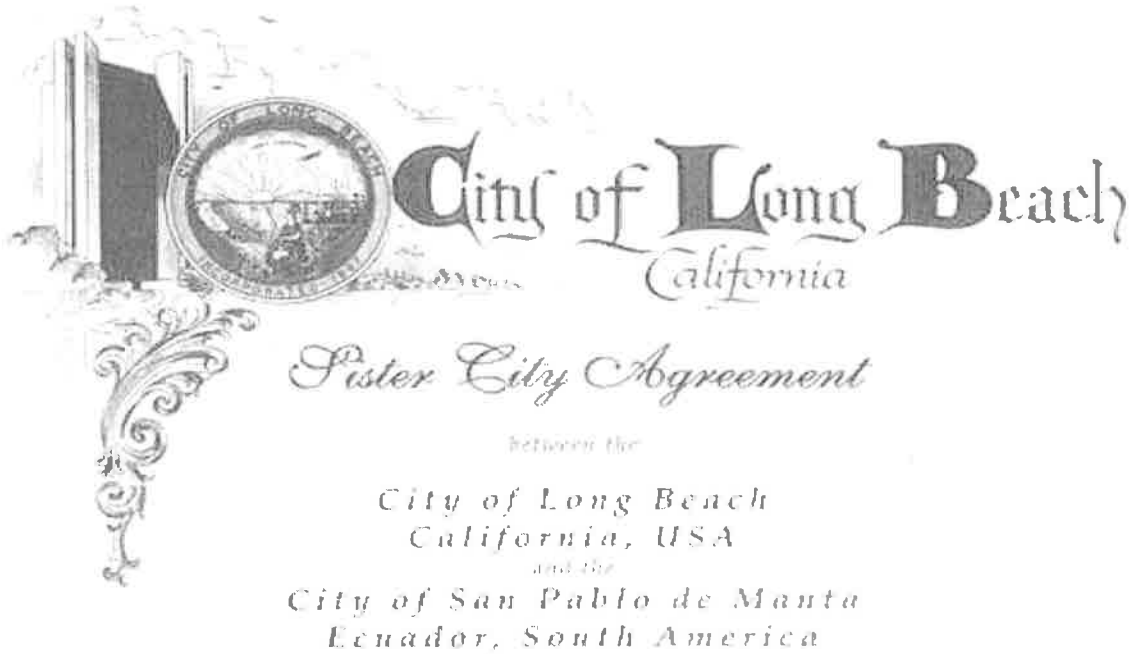
- Encourage and publicize existing exchanges between London and New York City so that they can flourish to benefit a wider cross-section of the citizens of both;
- Support and promote the development of new social, economic, academic and community programs to encourage both cities' citizens to share their experiences as a medium for learning from one another;
- Generate an improvement of the operation of the cities' various government agencies by serving as a conduit of information;
- Identify themes, common to both, that can generate new initiatives to further and nurture the increasingly powerful financial, social and cultural relationships between the cities;
- Promote key mayoral priorities relevant to both London and New York City;
- Provide financial or in kind support to community-led programs that advance the aims of the Sister City partnership;

With the above purposes in mind, the Mayor of the City of New York and the Mayor of London solemnly confirm that these two cities are united by an official partnership by the protocol of this Memorandum of Understanding.

This agreement will go into effect from the date of signatures  
Signed in March of 2001

  
Rudolph W. Giuliani  
Mayor  
New York City

  
Ken Livingstone  
Mayor  
London



*In accordance with the authorization and approval expressed by the City of Long Beach, California, USA, and the City of San Pablo de Manta, Ecuador, South America, it is declared that a "Sister City Agreement" between the two cities is hereby established for the following purposes:*

- (1) to promote and expand the effective and mutually beneficial cooperation between the people of Long Beach and the people of San Pablo de Manta, and*
- (2) to promote international goodwill, understanding, and expanded business relations between the two cities and their respective nations by the exchange of people, ideas, and information in a wide variety of economic, social, cultural, municipal, environmental, professional, technical, youth, and other endeavors, and*
- (3) to foster and encourage charitable, scientific, trade and commerce, literary and educational activities between the two cities.*

*This Sister City Agreement shall be officially established and shall become effective when this document has been duly executed by the Mayor of Long Beach, California, USA, and the Mayor of San Pablo de Manta, Ecuador, South America.*



*Beverly D'Neill*  
Beverly D'Neill  
Mayor, City of Long Beach  
California, USA

*Jorge O. Zambrano*  
Ing. Jorge O. Zambrano Cedeño  
Mayor, City of San Pablo de Manta  
Ecuador, South America

*Dated: September 19, 2000*







*City of Detroit*

**GABE LELAND**  
COUNCIL MEMBER

## MEMORANDUM

TO: Saskia Thompson, Director  
Detroit Land Bank Authority

THRU: Council Member Scott Benson, Chairperson  
Public Health and Safety Standing Committee

FROM: Gabe Leland   
Councilman District 7

DATE: October 25, 2019

RE: 9691 Ohio Demolition Status

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Could you please investigate and respond as to what is the demolition status of 9691 Ohio. My office's research indicates that this property has been requested to be demolished on at least on occasion. The neighbors called to share that this property is vacant, open to trespass and is a nuisance and danger to the community in general.

Thank you in advance for an update and resolution.

cc: Honorable Colleagues  
Stephanie Washington / Gail Fulton, Mayor's Liaisons  
Janice Winfrey, City Clerk

gl:ab