

**ErlingsonBanks**  
Attorneys at Law

January 15, 2020

Freddy Martinez  
MuckRock News  
DEPT MR 81976  
411A Highland Ave  
Somerville, MA 02144-2516

RE: Public Records Request  
DOJ Community Oriented Policing Services

Dear Mr. Martinez:

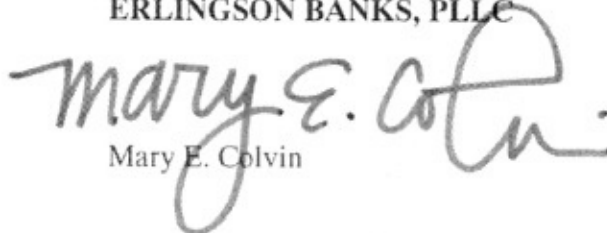
Enclosed please find records responsive to your recent request to the East Baton Rouge Parish Sheriff's Office for:

- Communication between the DOJ COPS office and officials at the East Baton Rouge Sheriff's Office in applying for any grants.
- The final grant application as submitted by East Baton Rouge Sheriff's Office
- Documents sufficient to show what programming the funds would be allocated for.
- Documents sufficient to show the size of the grants
- Documents sufficient to show if a grant was awarded, rejected and for what reasons (insufficient documentation, etc).

With kind regards, I am

Very truly yours,

**ERLINGSON BANKS, PLLC**



Mary E. Colvin

Mary E. Colvin

10/28/2019

Submission Confirmation: 1005856\_2109948893 - Briant Beard

## Submission Confirmation: 1005856\_2109948893

COPS\_Portal@usdoj.gov

Thu 7/28/2016 1:58 PM

To: Briant Beard <bbeard@EBRSO.ORG>; Jennifer Phillips <jphillips@ebrso.org>; Briant Beard <bbeard@EBRSO.ORG>;

Date : 07/28/2016

### Thank You for Submitting Your COPS CHP Application

Your application has been successfully recorded and your confirmation code is 1005856\_2109948893. When contacting the COPS Office concerning the submission of this application, please reference your agency's ORI number.

If you have any questions or concerns you may contact the COPS Office Response Center at 800.421.6770.

[Click here](#) to return to the COPS Application home page

#### Paperwork Reduction Act Notice

The public reporting burden for this collection of information is estimated to be up to two hour per response, depending upon the COPS program being applied for, which includes time for reviewing instructions. Send comments regarding this burden estimate or any other aspects of the collection of this information, including suggestions for reducing this burden, to the Office of Community Oriented Policing Services, U.S. Department of Justice, 145 N. Street, N.E., Washington, DC 20530; and to the Public Use Reports Project, Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503. You are not required to respond to this collection of information unless it displays a valid OMB control number. The OMB control number for this application is 1103-0098 and the expiration date is 04/30/2017.

10/28/2019

Award Needs LE Signature - COPS Grant 2016ULWX0052 - Briant Beard

## Award Needs LE Signature - COPS Grant 2016ULWX0052

COPS\_Portal@usdoj.gov

Mon 10/3/2016 8:54 AM

To: Briant Beard <bbeard@EBRSO.ORG>; Briant Beard <bbeard@EBRSO.ORG>;

On behalf of the U.S. Department of Justice, Office of Community Oriented Policing Services (COPS Office), we would like to congratulate you again on receiving a COPS Office program award.

You have an Award Document available for signature in your agency account at <https://portal.cops.usdoj.gov/>. If you have already signed your Award Document, then there was an issue with one or more of the signatures and you need to resubmit your signed Award Document. Please note, the electronic signature on the Award Document must match the name(s) on the Award Document.

If you have any questions about your award, or if you are experiencing difficulty in accessing your COPS funds, then please contact your Grant Program Specialist/Program Manager at 1 800 421 6770.

10/28/2019

Signed Award Document Available for Retrieval - COPS Grant 2... - Briant Beard

## Signed Award Document Available for Retrieval - COPS Grant 2016ULWX0052

COPS\_Portal@usdoj.gov

Tue 10/11/2016 2:19 PM

To: Briant Beard <bbeard@EBRSO.ORG>; Jennifer Phillips <jphillips@ebrso.org>, Briant Beard <bbeard@EBRSO.ORG>;

On behalf of the U.S. Department of Justice, Office of Community Oriented Policing Services (COPS Office), we would like to congratulate you again on your successful COPS Office program award.

Your official Award Document has received all the required signatures and was approved by the COPS Office. A copy of your signed award is now available for download through the Account Access link located in the upper right corner of the COPS homepage (<https://portal.cops.usdoj.gov/>). Please retain a copy of the entire Award Package for your official record.

We encourage you to familiarize yourself with the Award Document (including the Grant Terms and Conditions) and, if applicable, the Special Award Conditions and/or High Risk Conditions. Please also review your Grant Owner's Manual since it describes in detail each of the award conditions, their rationale, and their implications.

If you have any additional questions about your award, please contact your Grant Program Specialist/Program Manager at 1.800.421.6770.



## COPS Office Award Application

LA01700

East Baton Rouge Sheriff's Department



**COPS**  
 Community Oriented Policing Services  
 U.S. Department of Justice

### SECTION 1: COPS OFFICE GRANT PROGRAM REQUEST

Federal assistance is being requested under the following COPS Office program:

Verify the COPS Office grant program for which you are requesting federal assistance. A separate application must be completed for each COPS Office program for which you are applying. Please ensure that you read, understand, and agree to comply with the applicable grant terms and conditions as outlined in the COPS Office Application Guide before finalizing your selection.

The program you have selected is: COPS Hiring Program

### SECTION 2: AGENCY ELIGIBILITY INFORMATION

A. Type of Agency (select one)

- Law Enforcement

**Non-Law Enforcement**

From the list below, please select the type of agency which best describes the applicant.

**Law Enforcement Entities**

Sheriff

**2A. CHP Eligibility Questions**

In this section, we will ask you several questions about your law enforcement agency operations and authority to determine your eligibility to apply for a COPS Hiring Program (CHP) grant. Please note that CHP applicants must have a police department that is operational as of June 20, 2016, or receive services through a new or existing contract for law enforcement services. Applicants must also maintain primary law enforcement authority for the population to be served.

In addition, if funds under this program are to be used as part of a written contracting arrangement for law enforcement services (e.g., a town which contracts with a neighboring sheriff's department to receive services), the government agency wishing to receive law enforcement services must be the legal applicant in this application (although we will ask you to supply some information about the contract service provider later).

**Part I. Law Enforcement Agency Operations**

A law enforcement agency is established and operational if the jurisdiction has passed authorizing legislation and it has a current operating budget.

Q1) Is your agency established and currently operational?

Yes

**Part II. Contracting to Receive Law Enforcement Services**

Q1) If awarded, does your agency plan to use funds awarded under this grant to establish or supplement a written contract for law enforcement services (e.g., a town contracting for services with a nearby sheriff's department)?

No

**Part III. Law Enforcement Agency Authority**

An agency with primary law enforcement authority is defined as the first responder to calls for service for all types of criminal incidents within its jurisdiction. Agencies are not considered to have primary law enforcement authority if they only: respond to or investigate specific type(s) of crime(s), respond to or investigate crimes within a correctional institution, serve warrants, provide courthouse security, transport prisoners, have cases referred to them for investigation or investigational support or only some combination of these.

Q1) Based on the definition above, does your agency have primary law enforcement authority? [Or, if contracting to receive services, does the agency that will be providing law enforcement services have primary law enforcement authority for the population to be served?]

Yes

Q2) Is your agency the first responder to all types of criminal incidents within your jurisdiction?

Yes

Q3) Agencies with jurisdiction limited only to correctional institutes and/or courthouse settings are not eligible under this program. Is your agency the first responder to citizen-initiated calls for service outside of a correctional institute and/or courthouse setting?

Yes

**SECTION 3: GENERAL AGENCY INFORMATION****A. Applicant ORI Number LA01700**

The ORI number is assigned by the FBI and is your agency's unique identifier. The COPS Office uses the first seven characters of this number. The first two letters are your state abbreviation, the next three numbers are your county's code, and the next two numbers identify your jurisdiction within your county. If you do not currently have an ORI number, the COPS Office will assign one to your agency for the purpose of tracking your grant. ORI numbers assigned to agencies by the COPS Office may end in "ZZ."

B. Applicant Data Universal Numbering System (DUNS) Number: 944544410

A Data Universal Numbering System (DUNS) number is required prior to submitting this application. A DUNS number is a unique nine or thirteen digit sequence recognized as the universal standard for identifying and keeping track of entities receiving federal funds. For more information about how to obtain a DUNS number, please refer to the "How to Apply" section of the COPS Office Application Guide.

**C. System for Award Management (SAM)**

The System for Award Management (SAM) replaces the Central Contractor Registration (CCR) database as the repository for standard information about federal financial assistance applicants, recipients, and sub recipients. The U.S. Department of Justice requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the SAM database. Please note that applicants must update or renew their SAM registration at least once a year to maintain active status.

Applicants that were previously registered in the CCR database must, at a minimum:

Create a SAM account

Log into SAM and migrate permissions to the SAM account (all the entity registrations and records should already have been migrated).

Applicants that were not previously registered in the CCR database must register in SAM prior to registering in Grants.gov. Information about SAM Registration procedures can be accessed at <http://www.sam.gov>.

For more information about how to register with SAM, please refer to the "How to Apply" section of the COPS Office Application Guide.

Your SAM Registration is set to expire on: 03/10/2017

Please enter date in MM/DD/YYYY format.

Note: If your SAM registration is set to expire prior to September 30, 2016, please renew your SAM Registration prior to completing this application. Contact the SAM Service Desk at 866-606-8220 or view/update your registration information at <http://www.sam.gov>

D. Geographic Names Information System (GNIS) ID: 0558530

Please enter your Geographic Names Information System (GNIS) Identification Number. This is a unique ID assigned to all geographic entities by the U.S. Geological Survey. To look up your GNIS Feature ID, please go to the website: <http://geonames.usgs.gov/domestic/index.html>. For more information about how to obtain a GNIS number, please refer to the "How to Apply" section of the COPS Office Application Guide.

E. Cognizant Federal Agency: Department of Justice ▼

Select the legal applicant's Cognizant Federal Agency. A Cognizant Federal Agency, generally, is the federal agency from which your jurisdiction receives the most federal funding. Your Cognizant Federal Agency also may have been previously designated by the Office of Management and Budget. Applicants that have never received federal funding should select "Department of Justice" as the Cognizant Federal Agency.

F. Fiscal Year: From 07/01/2016 to 06/30/2017

Please enter date in MM/DD/YYYY format.

#### G. Law Enforcement Agency Sworn Force Information

1. Enter the Fiscal Year Budgeted Sworn Force Strength for the current fiscal year below. The budgeted number of sworn officer positions is the number of sworn positions funded in your agency's budget, including funded but frozen positions, as well as state, Bureau of Indian Affairs, or locally funded vacancies. Do not include unfunded vacancies or unpaid/reserve officers.

a. Number of officers funded in agency's current fiscal year budget:

Full-Time: 805

Part-Time: 6

#### H. Civilian Staffing

1. Enter the number of civilian positions funded in agency's current fiscal year budget:

a. Number of civilian positions funded in agency's current fiscal year budget:

Full-Time: 119

Part-Time: 57

#### I. U.S. Department of Justice and Other Federal Funding

Applicants are required to disclose whether they have pending applications for federally funded assistance or active federal grants that support the same or similar activities or services for which grant funding is being requested under this application.

Be advised that as a general rule COPS Office grant funding may not be used for the same item or service funded through another funding source. However, leveraging multiple funding sources in a complementary manner to implement comprehensive programs or projects is encouraged and is not seen as inappropriate. To aid the COPS Office in the prevention of awarding potentially duplicative funding, please indicate whether your agency has a pending application or an active grant with any other federal funding source (e.g. direct federal funding or indirect federal funding through state sub awarded federal funds) that supports the same or similar activities or services as being proposed in this COPS Office application. (check all that apply):

##### Bureau of Justice Assistance (BJA)

Pending Application

Active Grant

##### Office of Justice Programs (OJP)

Pending Application

Active Grant

##### Office of Juvenile Justice and Delinquency Prevention (OJJDP)

Pending Application

Active Grant

##### Office on Violence Against Women (OVW)

Pending Application

Active Grant

##### National Institute of Justice (NIJ)

Pending Application

Active Grant

##### Office for Victims of Crime (OVC)

Pending Application

Active Grant

##### Other U.S. Department of Justice Funding

Pending Application

Active Grant

##### Other Federal or State Sub-awarded Funding

Pending Application

Active Grant

No Federal or State Sub-awarded Funding

## SECTION 4: EXECUTIVE INFORMATION

*Note: Listing individuals without ultimate programmatic and financial authority for the grant could delay the review of your application, or remove your application from consideration.*

### A. Law Enforcement Executive/Agency Executive Information:

*For Law Enforcement Agencies: This is the highest ranking law enforcement official within your jurisdiction (e.g., Chief of Police, Sheriff, or equivalent). The section below has been pre-populated from the information listed in your COPS Office Agency Portal Account. If this information is no longer correct, please log in to your COPS Office Agency Portal account and make the necessary corrections before proceeding with this application. For assistance, please call the COPS Office Response Center at 800-421-6770.*

*For Non-Law Enforcement Agencies: This is the highest ranking individual in the applicant agency (e.g., chief executive officer, president, chairperson, director) who has the authority to apply for this grant on behalf of the applicant agency. If the grant is awarded, this position will ultimately be responsible for the programmatic implementation of the award. The section below has been pre-populated from the information listed in your COPS Office Agency Portal Account. If this information is no longer correct, please log in to your COPS Office Agency Portal account and make the necessary corrections before proceeding with this application. For assistance, please call the COPS Office Response Center at 800-421-6770.*

Title: Sheriff

First Name: Sid MI: J Last Name: Gautreaux, III Suffix:

Agency Name: East Baton Rouge Sheriff's Department

Street1: P.O. Box 3277

Street2:

City: Baton Rouge State: LA Zip / Postal Code: 70821

Telephone Number: 2253897856 Fax: 2253895269 Email: bbeard@ebrso.org

Edit Contact Information

*If your agency previously indicated in Section 2, that if awarded, this grant would be used in a written contracting arrangement to receive law enforcement services (e.g., a town which is contracting with a neighboring sheriff's department to receive services), then question 4A, should display the executive information for the agency which will be providing the law enforcement services under this grant (e.g., Sheriff). Question 4B should display the executive information for the government agency which will be receiving the law enforcement services under this grant (i.e., Mayor, City Manager, etc.). Before proceeding with this application, we ask that you please log onto the COPS Office Agency Portal to update the agency providing law enforcement services as your Law Enforcement Executive/Agency Executive Information. This information will be used to populate Section 4 of this application, so please ensure its accuracy.*

### B. Government Executive/Financial Official Information:

*For Government Agencies: This is the highest ranking government official within your jurisdiction (e.g., mayor, city administrator, or equivalent). The section below has been pre-populated from the information listed in your COPS Office Agency Portal Account. If this information is no longer correct, please log in to your COPS Office Agency Portal account and make the necessary corrections before proceeding with this application. For assistance, please call the COPS Office Response Center at 800-421-6770.*

*For Non-Government Agencies: This is the financial official who has the authority to apply for this grant on behalf of the applicant agency (e.g., chief financial officer, treasurer). If the grant is awarded, this position will ultimately be responsible for the financial management of the award. Please note that information for non-executive positions (e.g., clerks, trustees) is not acceptable. The section below has been pre-populated from the information listed in your COPS Office Agency Portal Account. If this information is no longer correct, please log in to your COPS Office Agency Portal account and make the necessary corrections before proceeding with this application. For assistance, please call the COPS Office Response Center at 800-421-6770.*

Title: Chief Deputy

First Name: Skip MI: Last Name: Rhorer Suffix:

Agency Name: East Baton Rouge Sheriff's Department

Street1: P.O. Box 3277

Street2:

City: Baton Rouge State: LA Zip / Postal Code: 70821

Telephone Number: 2253898970 Fax: Email: jphllips@ebrso.org

Edit Contact Information

### C. Application Contact Information:

**Application Contact:** Enter the application contact's name and contact information.

Title:

First Name:  MI:  Last Name:  Suffix:

Agency Name:

Street1:

Street2:

City:  State:  Zip / Postal Code:

Telephone Number:  Fax:  Email:

## SECTION 5A: COPS HIRING PROGRAM OFFICER REQUEST

### Part I

Enter the Fiscal Year Actual Sworn Force Strength as of the date of this application. The actual number of sworn officer positions is the actual number of sworn positions employed by your agency as of the date of this application. Do not include funded but currently vacant positions or unpaid positions.

Number of officers employed by your agency as of the date of this application:

Full-Time:



## Part-Time:

6

What is the actual population your department serves as the primary law enforcement entity?

440171

*This may or may not be the same as your census population. For example, a service population may be the census population minus incorporated towns and cities that have their own police department within your geographic boundaries or estimates of ridership (e.g., transit police) or visitors (e.g., park police). An agency with primary law enforcement authority is defined as having first responder responsibility to calls for service for all types of criminal incidents within its jurisdiction.*

For FY 2016 COPS Hiring Program (CHP) applicants are eligible to apply for the number of officers equal to 5% of their actual sworn force strength up to a maximum of 25 officers. Agencies with a sworn force of twenty or fewer officers may apply for one (1) officer position. Agencies with a service population of 1 million or more may apply for up to 25 officer positions; however, agencies with a service population less than 1 million may apply for up to 15 officer positions.

FY 2016 CHP grant funds cover 75 percent of the approved entry-level salary and fringe benefits of each newly-hired and/or rehired, full-time sworn career law enforcement officer for three years (36 months) up to \$125,000 per officer position. CHP grant funding will be based on your agency's current entry-level salaries and fringe benefits for full-time sworn officers.

If your agency requests officers to be deployed as school resource officers (SRO), ALL OF THE OFFICER POSITIONS REQUESTED BELOW MUST BE USED TO DEPLOY FULL-TIME school resource officers. Applicants in this focus area are encouraged to refer to Recommendation 4.6 in the Interim Report of the President's Task Force on 21st Century Policing for suggested actions to incorporate into your proposed community policing strategy. ([http://cops.usdoj.gov/pdf/taskforce/TaskForce\\_FinalReport.pdf](http://cops.usdoj.gov/pdf/taskforce/TaskForce_FinalReport.pdf)) Do not request more officer positions than your agency can expect to deploy in this capacity. A "school resource officer" is a career law enforcement officer, with sworn authority, who is engaged in community policing activities and is assigned by the employing agency to work in collaboration with schools. If awarded a grant for SRO position(s), please note that the COPS Office requires that the officer(s) deployed into the SRO position(s) spend a minimum of 75 percent of their time in and around primary and secondary schools working on school and youth-related activities. The placement of law enforcement officers in school carries a risk of contributing to a "school-to-prison pipeline" process where students are arrested or cited for minor, non-violent behavioral violations and then diverted to the juvenile court system. This pipeline wastes community resources and can lead to academic failure and greater recidivism rates for these students. If awarded, the grantee will agree that any officers deployed while implementing School-based Policing under the COPS Hiring Program grant may not be involved in the administrative discipline of the students.

There must be an increase in the level of community policing activities performed in and around primary or secondary schools in the agency's jurisdiction as a result of the grant. The time commitment of the funded officers must be above and beyond the amount of time that the agency devoted to the schools before receiving the grant.

Grantees using CHP funding to hire or deploy school resource officers into schools agree that a signed memorandum of understanding (MOU) between the law enforcement agency and the school partner(s) must be submitted to the COPS Office before obligating or drawing down funds under this award. An MOU is not required at time of application; however, if the law enforcement agency already has an MOU in place that is applicable to the partnership, the MOU can be submitted as an attachment in Section 13 of the grant application. The MOU must contain the following: the purpose of the MOU, clearly defined roles and responsibilities of the school district and the law enforcement agency focusing officers' roles on safety, information sharing, supervision responsibility, and chain of command for the SRO and signatures. If awarded, grantee will agree that the MOU must be submitted to the COPS Office 90 days from the date shown on the award congratulatory letter. Implementation of the COPS Hiring Program grant without submission and acceptance of the required MOU may result in expenditures not being reimbursed by the COPS Office and/or award de-obligation.

In addition, in Section 6B, you must select "School Based Policing through School Resource Officers" under "Child and Youth Safety Focus" as your focus area.

Is your agency requesting that all of these officer positions be deployed as school resource officers (SROs)?

No

## Based on the information provided in this application:

Your agency is eligible to apply for up to the number of officer position(s) shown below.

15

How many entry-level, full-time officer positions is your agency requesting in this application?

5

**IMPORTANT:** If you later return to this section of the application and change the above number of officers you are requesting, you must then go to Section 14A, Part 1 to allow the application to recalculate your budget figures. You will also need to adjust your projection of your Federal/Local share costs in the chart located in Section 14A, Part 3. Failure to do this will cause a conflict in your budget submission.

Next, your agency must allocate the number of positions requested under each of the three hiring categories described below based on your agency's current needs at the time of this application. Please be mindful of the initial three-year grant period, and your agency's ability to fill and retain the officer positions awarded, while following your agency's established hiring policies and procedures. CHP grant awards will be made for officer positions requested in each of the three hiring categories, and grantees are required to use awarded funds for the specific categories awarded.

It is imperative that your agency understand that the COPS Office statutory nonsupplanting requirement mandates that grant funds may only be used to supplement (increase) a grantee's law enforcement budget for sworn officer positions and may not supplant (replace) state, local, or tribal funds that a grantee otherwise would have spent on officer positions if it had not received a grant award. This means that if your agency plans to

(a) hire new officer positions (including filling existing vacancies that are no longer funded in your agency's budget); It must hire these new additional positions on or after the official grant award start date, above its current budgeted (funded) level of sworn officer positions, and otherwise comply with the nonsupplanting requirement as described in detail in the grant owner's manual.

(b) rehire officers who have been laid off by any jurisdiction as a result of state, local, or tribal budget reductions; It must rehire the officers on or after the official grant award start date, maintain documentation showing the date(s) that the positions were laid off and rehired, and otherwise comply with the nonsupplanting requirement as described in detail in the grant owner's manual.

(c) Rehire officers who are (at the time of application) currently scheduled to be laid off (by your jurisdiction) on a specific future date as a result of state, local, or tribal budget reductions; It must continue to fund the officers with its own funds from the grant award start date until the date of the scheduled lay-off (for example, if the CHP award start date is September 1 and the lay-offs are scheduled for November 1, then the CHP funds may not be used to fund the officers until November 1, the date of the scheduled lay-off); identify the number and date(s) of the scheduled lay-off(s) in this application (see below); maintain documentation showing the date(s) and reason(s) for the lay-off; and otherwise comply with the nonsupplanting requirement as described in detail

in the grant owner's manual. [Please note that as long as your agency can document the date that the lay-off(s) would occur if CHP funds were not available, it may transfer the officers to the CHP funding on or immediately after the date of the lay-off without formally completing the administrative steps associated with a lay-off for each individual officer.]

Documentation that may be used to prove that scheduled lay-offs are occurring for local economic reasons that are unrelated to the availability of CHP grant funds may include (but are not limited to) council or departmental meeting minutes, memoranda, notices, or orders discussing the lay-offs; notices provided to the individual officers regarding the date(s) of the lay-offs; or budget documents ordering departmental or jurisdiction-wide budget reductions. These records must be maintained with your agency's CHP grant records during the grant period and for three years following the official closeout of the CHP grant in the event of an audit, monitoring, or other evaluation of your grant compliance.

If your agency's request is funded, your agency will have the opportunity after the award announcement to request a grant modification to move awarded funding into the category or categories that meet your agency's law enforcement needs at that time (including updating the dates of future scheduled lay-offs).

If you need additional information regarding requesting a modification, please contact the COPS Office Response Center at 1-800-421-6770.

Category A: New, additional officer positions (including filling existing vacancies no longer funded in your agency's budget).

Category A Request:

Category B: Rehire officers laid off (from any jurisdiction) as a result of state or local budget reductions.

Category B Request:

Category C: Rehire officers scheduled to be laid off (at the time of the application) on a specific future date as a result of state or local budget reductions.

We also need some information about when the layoff of officers in this category is scheduled to occur. In the space below, please indicate when the officer(s) specified in this category are scheduled to be laid off.

To enter your information, click "Add a New Officer Layoff". To save your submission, click "Save" before moving to the next section.

| Number of Officers | Date these officers are scheduled to be laid off | Action |
|--------------------|--|--------|
|--------------------|--|--------|

Add a New Officer Layoff

Total Category C Request: 0

### Part 3

As noted previously, the number of officers an applicant can request under the COPS Hiring Program in 2016 is capped. However, the COPS Office is interested in learning more about the overall need for officer positions within your department. Therefore, if no officer caps were in place, what is the total number of officers that your agency would be requesting in this application?

Hire

Re-Hires

Lay Off

### Part 4

1. Under the 2016 COPS Hiring Program, applicants are not required to hire post-September 11, 2001 military veterans as new hires. However, the COPS Office supports the Attorney General's commitment to hiring military veterans whenever possible. Please note that if your agency checks "yes" to the question below, your agency will be required to maintain documentation that it made every effort possible (consistent with your internal procedures and policies) to hire at least one military veteran.

Does your agency commit to hire and/or rehire at least one post-September 11, 2001 military veteran (as defined in the Application Guide) for the officer position(s) you have requested?

Yes

No

### Part 5

The following questions will help Congress and the U.S. Department of Justice identify potential gaps in training. This information will not be used in the scoring/evaluation of your application.

1. On average how many hours of IN-SERVICE (non recruit) training (e.g. FTO, continuing professional education, roll call, standard) are required annually for each of your agency's officers/deputies in the following categories (if none, please indicate 0 hours)?

Use of force (hours)

De-escalation of conflict (hours)

Racial and ethnic bias that includes elements of implicit/unconscious bias (hours)

Gender bias in response to domestic violence and sexual assault (hours)

Bias towards lesbian, gay, bisexual, and transgender (LGBT) individuals (hours)

Community engagement (e.g., community policing and problem solving)(hours)

2. Does your agency administer a police training academy?

Yes

3. How many total hours of basic/recruit ACADEMY training are required for each of your agency's officer/deputy recruits in the following categories (if none, please indicate 0 hours)?

Use of force (hours)

De-escalation of conflict (hours)

Racial and ethnic bias that includes elements of implicit/unconscious bias (hours)

Gender bias in response to domestic violence and sexual assault (hours)

Bias towards lesbian, gay, bisexual, and transgender (LGBT) individuals (hours)

Community engagement (e.g., community policing and problem solving) (hours)

## SECTION 6B: LAW ENFORCEMENT & COMMUNITY POLICING STRATEGY

### Community Policing Strategy

COPS Office grants must be used to reorient the mission and activities of law enforcement agencies through initiating community policing or enhancing their involvement in community policing with the officers hired under this grant program or an equal number of veteran officers who have been redeployed to implement this plan after hiring the entry-level COPS Office-funded officers. If awarded funds, your responses to sections II(a) and II(b) that follow will constitute your agency's community policing strategy under this grant. Your organization may be audited or monitored to ensure that it is initiating or enhancing community policing in accordance with this strategy. The COPS Office may also use this information to understand the needs of the field, and potentially provide for training, technical assistance, problem solving and community policing implementation tools. Please note that the COPS Office recognizes that your COPS Office-funded officer(s) (or an equal number of veteran officers who are redeployed after hiring the entry-level COPS Office-funded officers) will engage in a variety of community policing activities and strategies, including participating in some or all aspects of your identified community policing strategy. Your community-policing strategy may be influenced and impacted by others within and outside of your organization; this is considered beneficial to your community policing efforts.

At any time during your grant, you should be prepared to demonstrate (1) the community policing activities engaged in prior to the grant award that are detailed in section I of this application and (2) how the grant funds and grant-funded officers (or an equal number of redeployed veteran officers) were specifically used to enhance (increase) or initiate community policing activities according to your community policing strategy contained in sections II (a) and II (b) of this application.

Finally, we also understand that your community policing needs may change during the life of your grant. Minor changes to this strategy may be made without prior approval of the COPS Office; however, grantees will be required to report on progress and changes to the community policing strategy (if any) through required progress reports. If your agency's community policing strategy changes significantly, you must submit those changes to the COPS Office for approval. Changes are significant if they deviate from the specific crime problems(s) originally identified and approved in the community policing strategy submitted with the application. In some cases, changes to the approved community policing approaches may also be deemed significant and may require approval of a modified community policing strategy by the COPS Office, depending on the scope and nature of those changes as identified in the quarterly progress reports.

The following is the COPS Office definition of community policing that emphasizes the primary components of community partnerships, organizational transformation, and problem solving. Please refer to the COPS Office web site (<http://www.cops.usdoj.gov>) for further information regarding this definition.

*Community policing is a philosophy that promotes organizational strategies that support the systematic use of partnerships and problem solving techniques to proactively address the immediate conditions that give rise to public safety issues, such as crime, social disorder, and fear of crime.*

The COPS Office has completed the development of a comprehensive community policing self-assessment tool for use by law enforcement agencies. Based on this work, we have developed the following list of primary sub-elements of community policing. Please refer to the COPS Office web site (<http://www.cops.usdoj.gov>) for further information regarding these sub-elements.

#### Community Partnerships:

Collaborative partnerships between the law enforcement agency and the individuals and organizations they serve to both develop solutions to problems and increase trust in police.

Other Government Agencies

Community Members/Groups

Non-Profits/Service Providers

Private Businesses

Media

#### Organizational Transformation:

The alignment of organizational management, structure, personnel and information systems to support community partnerships and proactive problem-solving efforts.

#### Agency Management

Climate and culture

Leadership

Labor relations

Decision-making

Strategic planning

Policies

Organizational evaluations

Transparency

#### Organizational Structure

Geographic assignment of officers

Despecialization

Resources and finances

**Personnel**

Recruitment, hiring and selection

Personnel supervision/evaluations

Training

**Information Systems (Technology)**

Communication/access to data

Quality and accuracy of data

**Problem Solving:**

The process of engaging in the proactive and systematic examination of identified problems to develop effective responses that are rigorously evaluated.

Scanning: Identifying and prioritizing problems

Analysis: Analyzing problems

Response: Responding to problems

Assessment: Assessing problem-solving initiatives

Using the Crime Triangle to focus on immediate conditions (Victim/Offender/Location)

#### I. Current Organizational Commitment to Community Policing

1) For each of the following statements, please answer in terms of existing agency policies and practices as they relate to collaborative partnerships and problem solving activities. Please check all that apply.

| ACTIVITY  | Community Partnerships | Problem Solving |
|---|------------------------|-----------------|
| Q1a. The agency mission statement, vision, or goals includes references to:               | ✓                      | ✓               |
| Q1b. The agency strategic plan includes specific goals or objectives relating to:         | ✓                      | ✓               |
| Q1c. The agency recruitment, selection and hiring processes include elements relating to: | ✓                      | ✓               |
| Q1d. Annual line officers evaluations assess performance in:                              | ✓                      | ✓               |
| Q1e. Line officers receive regular (at least once every two years) training in:           | ✓                      | ✓               |

2) Which of the following internal management practices does your agency currently employ? Please check all that apply.

- ✓ Assignment of officers to specific neighborhoods or areas for longer periods of time to enhance customer service and facilitate more contact between police and citizens
- ✓ Assignment of officers to geographic hot spots that are defined statistically by creating incident maps to identify geographic clustering of crime and disorder
- ✓ In-service training for officers on basic and advanced community policing principles
- ✓ Early Intervention Systems that help identify officers who may be showing signs of stress, personal problem, and questionable work conduct
- ✓ Alternatives to formal disciplinary practices that encourage ethical behavior
- None of the above

3) Which of the following do you count/measure to annually assess your agency's overall performance? Please check all that apply.

- ✓ Response times
- ✓ Reported crimes
- ✓ Reported incidents
- ✓ Arrests and citations
- ✓ Problem solving outcomes
- ✓ Department employee satisfaction
- ✓ Clearance rates
- ✓ Complaints of officer behavior
- ✓ Reduction of crime in identified hot spots
- ✓ Repeat calls for service
- ✓ Social disorder/nuisance problems (e.g., graffiti, panhandling, loitering)
- ✓ Satisfaction with police services
- ✓ Fear of crime
- ✓ Victimization (i.e., non-reported crime)
- ✓ Community meetings held/attended
- ✓ Use of force incidents
- ✓ Meeting the priorities as identified in your agency strategic plan
- My agency does not conduct annual assessments of overall performance

4) Through which of the following does your agency routinely share information with community members? Please check all that apply.

- Neighborhood, beat, and/or school meetings
- Local media outlets
- Agency news/letter
- Neighborhood newsletters
- Agency website
- Social networking (Blogs, Twitter feeds, Facebook pages, etc.)
- Citizen alert system (telephone, email, text, etc.)
- Citizen alert system that is geographically targeted, based on updated hot spots
- Public access television/radio
- Community organization board membership
- Public forums with chief/sheriff/command staff
- Posters, billboards, flyers
- None of the above

5) Through which of the following ways does your agency formally involve community members in influencing agency practices and operations? Please check all that apply.

- Citizen police academies
- Volunteer activities
- Auxiliary police programs
- Civilian review boards (i.e. disciplinary review boards)
- Citizen advisory groups (i.e. informal advisory function)
- Involvement in hiring decisions (interview panels, selection boards, etc.)
- Involvement in contributing to annual line officer performance reviews
- Representation on promotional boards
- Participation in accountability and performance reporting and tracking meetings
- Participation in complaint resolution process (formal mediation, disciplinary boards, etc.)
- None of the above

#### II(a) Proposed Community Policing Strategy: Problem Solving and Partnerships

COPS Office grants must be used to initiate or enhance community policing activities with either the newly hired officers funded by this grant program or an equivalent number of veteran officers who are redeployed to implement this community policing strategy after hiring the additional entry-level officers with COPS Office grant funds. In this section you will be asked to identify the crime and disorder problem/focus area and the partners to be engaged through your requested COPS Office funding. Identifying the specific problem/focus area and partnerships that your agency plans to focus on is important to ensure that you satisfy the requirements for COPS Office funding under this program and to ensure that ultimately the additional grant-funded officers (or equivalent number of redeployed veteran officers) will initiate or enhance your agency's capacity to implement community policing strategies and approaches.

6) Using the following list, select a problem/focus area that will be addressed by the officers requested in this application. Please choose the option that best fits your problem. **You may select one problem/focus area** to address through this grant funding.

When identifying a problem, it is important to think about the nature of similar incidents that taken together comprise the problem and accordingly **describe it in precise, specific terms** (e.g. "burglary of retail establishments", rather than just "burglary"). In doing this, it can be helpful to consider all aspects of the problem, including the likely offenders, the suitable targets/victims, and how these come together in time and space.

#### Child and Youth Safety Focus

- Child Sexual Predators and Internet Safety
- Children Exposed to Violence
- Youth Crime and Delinquency

#### Child and Youth Safety Focus

School Based Policing through School Resource Officers

By selecting this focus area, your agency is committing that if awarded, all officer positions requested in this application (or an equivalent number of redeployed veteran officers) will be used to deploy school resource officers and address problems in and around primary and secondary schools.

Please specify the areas the school resource officer(s) would address (check all that apply):

- Address crime problems, gangs, and drug activities affecting or occurring in or around an elementary or secondary school;
- Develop or expand crime prevention efforts for students;
- Educate youth in crime prevention and safety;
- Develop or expand community justice initiatives for students;
- Train students in conflict resolution, restorative justice, and crime awareness;
- Assist in the identification of physical changes in the environment that may reduce crime in or around the school;
- Assist in developing school policy that addresses crime and to recommend procedural changes to enhance school safety.
- Other Area

(Please Specify Other Area)

Other Child and Youth Safety Focus (please specify)

#### Drug Related Problems

Drug Manufacturing/Trafficking

Drug Dealing

Drug Abuse

Other Drug Related Problem (please specify)

#### Homeland Security Problems

Protecting Critical Infrastructure Problems

Information or Intelligence Problems

Other Homeland Security Problem (please specify)

#### Non-Violent Crime Problems

Burglary

Fraud

Larceny/Theft (Non-Motor Vehicle)

Motor Vehicle Theft/Theft from Motor Vehicle

Vandalism

Social Disorder

Quality of Life Problem

Prostitution

Other Non-Violent Crime Problem (please specify)

#### Building Trust

Applicants selecting any of the following Building Trust Focus Areas are encouraged to refer to the Interim Report of the President's Task Force on 21st Century Policing for suggested actions to incorporate into your proposed community policing strategy. [[http://cops.usdoj.gov/pdf/taskforce/Interim\\_TF\\_Report.pdf](http://cops.usdoj.gov/pdf/taskforce/Interim_TF_Report.pdf)]

Impartial Policing

Transparency

Fairness and Respect

Community Engagement

If selected: Please specify your community engagement focus; for example: community outreach mechanisms (i.e. website, social media, reverse 311), regular or effective community meetings, and interaction with or knowledge about community stakeholders.

Being more present in high crime areas, engaging in public meetings in reference to building positive relationships between Law I

Diversifying Police Departments

Other Building Trust Focus (please specify)

#### Traffic/Pedestrian Safety Problems

Traffic Congestion

Pedestrian Safety

Driver Safety

Traffic Accidents

Other Traffic/Pedestrian Safety Problem (please specify)

#### Violent Crime Problems

Assault

Homicide

Rape

Robbery

Domestic/Family Violence

Gun Violence

Other Violent Crime Problem (please specify)

6a) Briefly describe the problem/focus area that you will address with these grant funds and your approach to the problem. [4,000 characters or less]

Following the shooting death of Alton Sterling by Baton Rouge Police Department (BRPD) Officers on July 5, 2016, organized and spontaneous protests began throughout East Baton Rouge Parish. This resulted in the continuous efforts of the East Baton Rouge Sheriffs' Office (EBRSO) providing security and safety of protesters, citizens of EBR Parish, and the general public. Also, on July 17, 2016, one EBRSO Deputy and two BRPD Officers were killed in the line of duty and two EBRSO Deputies and one BRPD Officer were injured in the line of duty. To say the least, this has put a strain - both physical and mental - on the law enforcement agencies of East Baton Rouge Parish.

The EBRSO currently has a Community Policing Unit (CPU) and a Special Community Anti-Crime Team (SCAT). Each of these units have been put under serious strain due to the above mentioned facts. It is the increased mission of both of these units it to be involved in patrolling high crime areas, community policing initiatives, traffic enforcement, and operations that may include covert as well as overt enforcement operations targeting suspected gang problems, prostitution, street level sources of illegal drugs and weapons. These divisions are responsible for attending community meetings, identifying major problems of crime and disorder in the community, collecting and analyzing information from a variety of public and private resources, coordinating with other agencies and public to tailor actions suitable to community problems, and evaluating the effectiveness of those actions to determine if the problems were alleviated or minimized.

If this grant is awarded it is the EBRSO's plan to be able to supplement each of these units with five (5) experienced deputies already employed within the EBRSO. The amount of strain and man hours needed to continuously be present in community meetings, public protests, and high stress areas is getting difficult for the above mentioned units. If this grant is awarded, the EBRSO will be prepared to back-fill these position with new entry level hires in which this grant funding will be utilized, and fully comply with all grant guidelines.

6b) Will the problem/focus area described above be addressed with an explicit place-based strategy (e.g. hot-spot policing) that targets specific addresses or locations with a disproportionate share of crime or disorder?

- Yes  
 No

6c) Which of the following activities will your agency and officers hired under this grant (or an equivalent number of redeployed veteran officers) engage in as it pertains to your identified crime hot spot? (please check all that apply):

- Enhance enforcement efforts (sweeps or increased patrol)
- Targeted community alerts
- Prevention efforts directed at high-risk victims
- Prevention efforts directed at high-risk offenders
- On-going identification of crime concentrations by qualified analysts
- Formal evaluations of the effectiveness of interventions (e.g. using pre/post-test and/or comparison groups)
- None of the above

7) Which of the following information sources did you use to prioritize this problem/focus area as a problem/focus area to address through this grant program (please check all that apply):

- Police department data (e.g. police reports, calls for service, crime data, citizen complaints)
- Agency personnel (e.g. officer feedback, command staff priorities)
- Other local non-law enforcement government agency data
- Community based organizations (e.g. faith based, non-profits, social service providers)
- Local businesses
- Individual community members/community meetings
- Community survey
- Local government officials
- The media
- None of the above

8) If awarded funds, my agency will improve our understanding of this problem/focus area by examining (please check all that apply):

- Routinely collected law enforcement data/information related to the problem (e.g. arrest, incident reports, calls for service)
- The location and/or time aspects of the problem/focus area (e.g. mapping)
- The conditions and environmental factors related to the problem/focus area

- ✓ The strengths and limitations of current responses to the problem/focus area  
Non-law enforcement data/information related to the problem/focus area (e.g. insurance crash data, other government agency data, census data, survey data)  
Existing research and best practices related to the problem/focus area
- ✓ Data/information from the community related to the problem/focus area (e.g. resident associations, business groups, non-profit community service organizations)  
Information about offenders contributing to the problem/focus area (e.g. offender interview, arrest records)  
Information about victims affected by the problem/focus area (e.g. crime reports, victim interviews)
- ✓ Strengths and weaknesses of previous responses to the problem/focus area  
None of the above

9) If awarded funds my agency will use the following information sources to assess our response to this problem/focus area to determine whether the response was implemented and achieved the desired outcomes(please check all that apply):

- ✓ Routinely collected law enforcement data/information related to the problem/focus area (e.g. arrests, incident reports, calls for service)  
Data/information regarding whether the response was implemented as planned
- ✓ Police data collected for this specific problem/focus area (e.g. problem-specific surveys, field interview contact cards)  
Non-police data/information related to the problem/focus area(e.g. insurance crash data, other government agency data, census data, survey data)
- ✓ Data/information from the community related to the problem/focus area (e.g. resident associations, business groups, non-profit community service organizations)  
Information about offenders contributing to the problem/focus area (e.g. offender interview, arrest records, probation/parole data)  
Information about victims and/or stake holders affected by the problem/focus area (e.g. crime reports, victim interviews)  
None of the above

10) To the best of your ability at this time, please select from the below list what your primary goals are in responding to your selected problem/focus area (please select up to 3):

- Eliminating the problem/focus area
- Reducing the number of incidents
- ✓ Increasing public trust in your agency  
Reducing the seriousness of the incidents or the amount of harm  
Reducing the number of victims and repeat victims  
Reducing the number of offenders and repeat offenders  
Moving the problem/focus area to another area  
Getting other agencies and stake holders to assume responsibility for the problem/focus area
- ✓ Improving the response to the problem/focus area (i.e. more comprehensive and coordinated way of dealing with the problem/focus area, providing better services to victims, or greater efficiency in dealing with the problem/focus area)
- ✓ Improving citizen perceptions of the problem/focus area  
Increasing the number of arrests/citations  
Reducing the number of calls for service  
None of the above

11) An important part of a comprehensive community policing strategy is the formation of partnerships, such as working with other public agencies, private organizations, or participation in regional law enforcement partnerships. If awarded funds, will your agency and the grant funded officers (or an equivalent number of redeployed veteran officers) initiate or enhance a partnership with an external group/organization to develop responses to this problem/focus area?

- Yes
- No

11a) If awarded funds, how many external groups/organizations will your agency initiate or enhance a partnership with to develop responses to this problem/focus area?

4

11b) Name the most important external groups/organizations that your agency will initiate or enhance a partnership with to develop responses to this problem/focus area (maximum of three partners). Note: you may attach optional letters of this support from any or all of these prospective partners in Section 13 of the application. You will be limited to listing no more than three partners per public safety problem/focus area.

| Partner Number | Partner Name                  | 11c/11d   | Action      |
|----------------|-------------------------------|---|-------------|
| 1              | Baton Rouge Police Department | <p><b>11c) For this partner, please indicate the statement that best characterizes this partner:</b></p> <ul style="list-style-type: none"> <li>Local government agencies (non-law enforcement, e.g., probation/parole, parks and recreation, code enforcement)</li> <li>Community based organizations (e.g., faith based, community redevelopment groups, social service providers, resident associations)</li> <li>Businesses operating in the community</li> <li>Tribal law enforcement agencies</li> <li>* Federal, state, or local law enforcement agencies (non-tribal) including through multi-jurisdictional/regional partnerships</li> <li>Local educational institutions (schools/colleges/universities)</li> </ul> | Edit Delete |



Individual stakeholders (persons residing, working, or with an interest in the community or problem

11c) For this partner, please indicate the statement that best characterizes this partner:

Local government agencies (non-law enforcement, e.g., probation/parole, parks and recreation, code enforcement)

Community based organizations (e.g., faith based, community redevelopment groups, social service providers, resident associations)

Businesses operating in the community

Tribal law enforcement agencies

Federal, state, or local law enforcement agencies (non-tribal) including through multi-jurisdictional/regional partnerships

Local educational institutions (schools/colleges/universities)

\* Individual stakeholders (persons residing, working, or with an interest in the community or problem

2

Citizens of East Baton Rouge Par

Edit Delete

Add Partner

11(b) Proposed Community Policing Strategy: Organizational Transformation

COPS Office grants must be used to initiate or enhance community policing activities. In this section you will be asked to identify the organizational change(s) that your agency plans to focus on through your requested COPS Office funding. Identifying the specific organizational change(s) that your agency plans to focus on is important to ensure that you satisfy the requirements for COPS Office funding under this program, and to ensure that ultimately the use of these funds will initiate or enhance your agency's capacity to implement community policing approaches.

12) If awarded funds, will your agency initiate or enhance any of the following internal changes to personnel management? (Select no more than 2 internal changes to personnel management that will be addressed with these grant funds.)

Flexibility in officer shift assignments to facilitate addressing specific problems

✓ Assignment of officers to specific neighborhoods or areas for longer periods of time to enhance customer service and facilitate more contact between police and citizens

Please provide a narrative for each internal change to personnel management identified (2,000 characters or less)

It will be a goal for the EBRSD CPU and SCAT units to be more present in neighborhoods where public trust of law enforcement is low. As evidenced by the recent tragedies in EBR Parish, most areas include North Baton Rouge.

Recruitment and hiring practices that reflect an orientation towards problem solving and community engagement

In-service training for officers on basic and advanced community policing principles

Field training officer (FTO) programs that teach and test problem solving, community engagement, and critical thinking skills

Further define and clarify community policing roles and expectations for officers

Personnel evaluation systems that assess officer activities, accomplishments, and performance related to problem solving and community engagement

Early intervention systems that help identify officers who may be showing early signs of stress, personal problems, and questionable work conduct

First-line supervisory skills to support officer problem solving and community engagement activities

Career development and/or promotional processes that reinforce problem solving and community engagement

None of the above

13) If awarded funds, will your agency initiate or enhance any of the following internal changes to agency management? (Select up to 2 internal changes to agency management that will be addressed with these grant funds.)

Agency mission statement, vision, and/or goals that reflect the core values of community policing

Agency strategic plan that outlines the goals and objectives around community policing and other departmental priorities

Organizational performance measurement systems that include community policing metrics, and conduct annual assessments of agency performance

Technology systems that provide officers, analysts, and the community better and more timely access to data and information

Mediation strategies to resolve citizen complaints

Collection, analysis, and use of crime data and information in support of problem solving goals

Formal accreditation process

System to capture and track problem solving and partnership efforts and activities

✓ An organizational assessment of community policing

Please provide a narrative for each internal change to agency management identified (2,000 characters or less)

In light of recent events within EBR Parish, the EBRSO is planning to conduct an assessment of how our office can change (and/or), our community policing strategy to help build more trust within the African American community.

Level and frequency of communication with the community on crime problems and agency activities to enhance transparency

None of the above

### III. General Community Support and Engagement

14) Did your agency consult with any of the following groups/organizations on the development of this community policing strategy? Please check all that apply.

- Local government agencies (non-law enforcement, e.g. n probation/parole, parks and recreation, code enforcement)
- Community based organizations (e.g. faith based, community redevelopment groups, social service providers, resident associations)
- Businesses operating in the community
- Tribal law enforcement agencies (outside your jurisdiction)
- Other Federal, state, or local law enforcement agencies
- Multi-jurisdictional or regional task forces/partnerships
- Local educational institutions (schools/colleges/universities)
- Local government officials
- Individual stakeholders residing, working or with an interest in the community and/or problem
- None of the above

15) To what extent are there related governmental and/or community initiatives that complement your agency's proposed community policing strategy?

- a) There are a significant number of related initiatives
- b) There are a moderate number of related initiatives
- c) There are a minimal number of related initiatives
- d) There are no related initiatives

16) To what extent is there community support in your jurisdiction for implementing the proposed community policing strategy?

- a) High level of support
- b) Moderate level of support
- c) Minimum level of support

17) If awarded funds, to what extent will the community policing strategy impact the other components of the criminal justice system in your jurisdiction?

- a) Potentially decreased burden
- b) No change in burden
- c) Potentially increased burden

## SECTION 7: NEED FOR FEDERAL ASSISTANCE

### A. Explanation of Need for Federal Assistance

All applicants are required to explain their inability to address the need for this award without federal assistance. Please do so in the space below. [Please limit your response to a maximum of 4,000 characters.]

With exception of hiring only prison staff, the EBRSO is currently in a hiring freeze in reference to regular patrol deputies. If the funding of this opportunity were not presented to this office, we would not have the budget available to meet the 25% cost match for the hiring of five (5) new deputies.

### B. Service Population

1. Enter the total population of the government entity applying for this grant using the latest census estimate available in the American Fact Finder at <http://FactFinder2.census.gov>.

440171

2. Check here if the population of the entity applying for this grant is not represented by U.S. Census figures (e.g., colleges, special agencies, school police departments, etc.).

3. What is the actual population your department serves as the primary law enforcement entity? 440171

*This may or may not be the same as the population specified above. For example, a service population may be the census population minus incorporated towns and cities that have their own police department within your geographic boundaries or estimates of ridership (e.g., transit police) or visitors (e.g., park police). An agency with primary law enforcement authority is defined as having first responder responsibility to calls for service for all types of criminal incidents within its jurisdiction.*

3a. If applicable, please explain why the service population differs from the census population:

The service population was taken from a google search of the current population of the Parish of East Baton Rouge, Louisiana.

### C. Fiscal Health

1) Enter your law enforcement agency's total operating budget for the current AND previous two fiscal years. *Please note: All figures must be rounded to the nearest whole dollar.*

CURRENT FISCAL YEAR (2016) \$

PREVIOUS FISCAL YEAR (2015) \$

PREVIOUS FISCAL YEAR (2014) \$

2) Since January 1, 2015, what percentages of the following employees in your jurisdiction (city, county, state, tribal, university) have been reduced through lay-offs. *Please note: All figures must be rounded to the nearest whole percent.*

Civilian Law Enforcement Agency Personnel %

Sworn Law Enforcement Agency Personnel %

Other Government Agency Personnel %

3) The U.S. Census Bureau American Community Survey (ACS) provides multi-year poverty rate estimates for communities. Please go to the U.S. Census Bureau's American Fact Finder (<http://FactFinder2.census.gov>) to determine the percentage of individuals in poverty in your jurisdiction. For jurisdictions not included in the census (e.g., schools, universities, transit, parks), please check the box for "Not Applicable." Please see the program Application Guide for additional information and help in using the American Fact Finder. *Please note: All figures must be rounded to the nearest whole percent.*

Percentage of individuals in poverty %

Not Applicable:

4) The Bureau of Labor Statistics' Local Area Unemployment Statistics (LAUS) program provides monthly estimates of unemployment for communities. Please go to the Bureau of Labor Statistics' LAUS website (<http://www.bls.gov/lau/data.htm>) to find detailed instructions for looking up your local area's unemployment rate. It may be necessary to select the nearest best match to your jurisdiction (for example, a city of fewer than 25,000 people may report their county level rate). Please see the program application guide for additional information and help in using the LAUS data. For jurisdictions not included in the census (e.g., schools, universities, transit, parks), please check the box for "Not Applicable". *Please note: All figures must be rounded to the nearest whole percent.*

Percentage Unemployed for December 2015

Not Applicable:

5) Indicate if your jurisdiction has experienced any of the following LAUS events since January 1, 2015 (Check all that apply)

A declaration of natural or other major disaster or emergency has been made pursuant to the Robert T. Stafford Disaster Relief and Emergency Assistance Act. (42 U.S.C. 5121 et seq.)

A declaration as an economically or financially distressed area by the state in which the applicant is located.

Downgrading of the applicant's bond rating by a major rating agency.

Has filed for or been declared bankrupt by a court of law.

Has been placed in receivership or its functional equivalent by the state or federal government.

Taken on additional law enforcement duties and responsibilities resulting from an agency merger or the disbanding of a neighboring law enforcement agency (which did not result in a new or supplemented funded contract to provide these law enforcement services).

6) In addition to the data collected elsewhere in this application, the COPS Office would like to capture information from jurisdictions that may have faced an unanticipated catastrophic event that had a significant impact on the delivery of law enforcement services or have experienced an unusually large increase in the number of homicides in the past year. Examples of unanticipated catastrophic events include mass shootings, terrorist attacks, natural disasters, or other events leading to mass casualties that would not necessarily be reflected in the UCR crime statistics previously reported.

Please note that if your jurisdiction is faced with an unanticipated catastrophic event (e.g., mass shooting, terrorist attack, other mass casualty event) after submission of this application, but before the application closing date, you should contact the COPS Office immediately at 800-421-6770 to update your application to include this information.

If your agency experienced has an unanticipated catastrophic event or an unusually large increase in the number of homicides in the time period from January 1, 2015 to present, check this box.

You indicated that your jurisdiction has experienced an unanticipated catastrophic event. You must submit a narrative description of the catastrophic event with as much detail as possible. Please address the following:

- Description of Event (including number of casualties)
- Type of Event (natural disaster, mass shooting, bombing, unusually large increase in the number of homicides, etc)
- Impact of the Event on Delivery of Law Enforcement Services
- Duration of the Event (how long will law enforcement services be impacted by the event until recovery)
- Law Enforcement Response and Recovery Efforts

Please attach a narrative with the above information in Section 13 of this application. Attachment must be in Microsoft Word.

7) The Promise Zone Initiative is part of the President's plan to create a better bargain for the middle class by partnering with local communities and businesses to create jobs, increase economic security, expand educational opportunities, increase access to quality, affordable housing and improve public safety. In exchange, these designees will receive the resources and flexibility they need to achieve their goals. The designees have agreed to and must demonstrate a collaborative effort- between private business and federal, state, tribal and local officials; faith-based and nonprofit organizations; children and parents- to ensure that hard work leads to a decent living for every American, in every community.

To be a Promise Zone, your jurisdiction must have been designated as such by the closing date of this solicitation.

If your agency has a designated Promise Zone within its jurisdiction, check the box.

#### D. Property/Violent Crime

Please select at least one statement below:

My agency can report crime data for all 3 years (please input in table below):

- My agency cannot report crime data for 2015.
- My agency cannot report crime data for 2014.
- My agency cannot report crime data for 2013.

1) Using UCR crime definitions, enter the actual number of incidents reported to your agency in the previous three calendar years (2015, 2014, 2013) for the following crime types. Note that only those incidents for which your agency had primary response authority should be provided. Please enter 0 (zero) to indicate no incidents in a particular year/type. Leave blanks only where data is unavailable.

| UCR Data                             | 2015 | 2014 | 2013 |
|--------------------------------------|------|------|------|
| Criminal Homicide                    | 17   | 10   | 14   |
| Forcible Rape                        | 50   | 20   | 17   |
| Robbery                              | 199  | 159  | 227  |
| Aggravated Assault                   | 103  | 106  | 112  |
| Burglary                             | 1156 | 1240 | 1349 |
| Larceny (except motor vehicle theft) | 5864 | 5274 | 4915 |
| Motor Vehicle Theft                  | 207  | 149  | 121  |

### SECTION 8: CONTINUATION OF PROJECT AFTER FEDERAL FUNDING ENDS

If you are applying for a COPS Office grant with a post-award retention plan requirement, please complete A. If you are applying for a COPS Office grant without a post-award retention plan requirement, please complete B.

#### A. Continuation of Project after Federal Funding Ends (for COPS Office grants with a retention plan requirement)

Applicants must plan to retain all sworn officer positions awarded under your COPS Office hiring grant for a minimum of 12 months at the conclusion of 36 months of federal funding for each position. The retained COPS Office-funded positions should be added to your agency's law enforcement budget with state and/or local funds at the end of grant funding, over and above the number of locally-funded sworn officer positions that would have existed in the absence of the grant. These additional position(s) must be retained using state, local, or other nonfederal funding only. You may not use funds awarded by other federal grants to cover the costs of retention. At the time of grant application, applicants must affirm that they plan to retain the positions and identify the planned source(s) of retention funding. We understand that your agency's source(s) of retention funding may change during the life of the grant. Your agency should maintain proper documentation of any changes in the event of an audit, monitoring or other evaluation of your grant compliance. Please refer to the frequently asked questions on retention which can be found here <http://www.COPS.usdoj.gov/Default.asp?Item=2367>.

1. Will your agency plan to retain any additional positions awarded under this grant for a minimum of 12 months at the conclusion of federal funding for each position?

Yes

Note: Agencies that do not plan to retain all the positions awarded under this grant are ineligible to receive CHP funding

2. Please identify the source(s) of funding that your agency plans to utilize to cover the costs of retention: (check all that apply)

- General funds
  - Raise bond/tax issue
  - Private sources/donations
  - Nonfederal asset forfeiture funds (subject to approval from the state or local oversight agency)
  - Fundraising efforts
  - State, local, or other nonfederal grant funding
  - Other

If other, please provide a brief description of the source(s) of funding not to exceed 500 characters.

### SECTION 12: OFFICIAL PARTNER(S) CONTACT INFORMATION

An official "partner" under the grant may be a governmental, private, school district, or other applicable entity that has established a legal, contractual, or other agreement with the applicant for the purpose of supporting and working together for mutual benefits of the grant. Please see the COPS Office application guide for more information on official partners that may be required.

|  |                       |                         |                        |
|--|-----------------------|-------------------------|------------------------|
| First Name   | Last Name             | Agency Name             | Action                 |
| Title: _____   |                       |                         |                        |
| First Name: _____  | Middle Name: _____    | Last Name: _____        | Suffix: Select One ... |
| Name of Partner Agency (e.g., Smithville High School): _____ |                       |                         |                        |
| Type of Partner Agency (e.g., School District): _____        |                       |                         |                        |
| Street1: _____   |                       |                         |                        |
| Street2: _____   |                       |                         |                        |
| City: _____  | State: Select One ... | Zip/ Postal Code: _____ |                        |

Telephone Number:  Fax:  Email:

**Important!** Please click "Add Partner" below to add a partner to the list.  
**Reminder!** If you have modified (edit, update, or delete) the list of partners in any way, please click "Save" to store your changes before moving to the next section.

[Add Partner](#)

## SECTION 13: APPLICATION ATTACHMENTS

This section should be used to attach any required or applicable attachments to your grant applications (e.g. memorandum of understanding)

If awarded, grantees using CHP funding to hire and/or deploy school resource officers into schools will agree that a signed Memorandum of Understanding (MOU) between the law enforcement agency and the school partner(s) must be submitted to the COPS Office before obligating or drawing down funds under this award. An MOU is not required at time of application; however, if the law enforcement agency already has an MOU in place that is applicable to the partnership, the MOU can be submitted as an attachment in section 13 of the grant application. The MOU must contain the following: the purpose of the MOU, clearly defined roles and responsibilities of the school district and the law enforcement agency; focusing officers' roles on safety, information sharing, supervision responsibility and chain of command for the SRO and signatures. If awarded, grantee will agree that the MOU must be submitted to the COPS Office 90 days from date on the award congratulatory letter. The implementation of the COPS Hiring Program grant without submission and acceptance of the required MOU may result in expenditures not being reimbursed by the COPS Office and/or award de-obligation.

Please refer to the program-specific Application Guide to determine if an MOU or other application attachments are required. The guide will also specify if optional attachments are permitted for submission.

Please use appropriately descriptive file names (e.g. Program Narrative, Budget Detail Worksheet and Budget Narrative, Timelines, Memoranda of Understanding, Resumes) for all attachments.

Please do not submit executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: .com, .bat, .exe, .vbs, .cfg, .dat, .db, .dbf, .dll, .ini, .log, .ora, .sys, and .zip. The system may reject applications with files that use these extensions.

### Current Attachments

Upload attachments using "Browse..." and "Upload...". File names may only contain:

- a-z
- 0-9
- period(.), underscore(\_), hyphen(-)
- Characters other than these will be replaced by a hyphen(-).
- After clicking the "Upload..." button, please wait for the page to [refresh](#). The uploaded file will automatically appear in the file list.

Catastrophic Event Waiver of Match Request\_CHP2016\_EBRSO.doc [Other](#) [Delete](#)  
 SF-424.pdf [SF-424](#) [Delete](#)

[Choose File](#) No file chosen

After Action Reports/Assessments

[Upload File ...](#)

## SECTION 14: BUDGET DETAIL WORKSHEETS

### Instructions for Completing the Budget Detail Worksheets

The following Budget Detail Worksheets are designed to allow all COPS Office grant and cooperative agreement applicants to use the same budget forms to request funding. Allowable and unallowable costs vary widely and depend upon the type of COPS Office program. The maximum federal funds that can be requested and the federal/local share breakdown requirements also vary.

Please refer to the program-specific application guide to determine the allowable/unallowable costs, the maximum amount of federal funds that can be requested, and the federal/local share requirements for the COPS Office program for which your agency is applying (see <http://www.cops.usdoj.gov/Default.asp?Item=46>). To assist you, sample Budget Detail Worksheets are included in each application guide.

Please complete each section of the Budget Detail Worksheets applicable to the program for which you are applying (see <http://www.cops.usdoj.gov/Default.asp?Item=46> for requirements). If you are not requesting anything under a particular budget category, please check the appropriate box in that category indicating that no positions or items are requested.

Final calculations will be rounded to the nearest whole dollar. Once the budget for your proposal has been completed, a budget summary page will reflect the total amounts requested in each category, the total project costs, and the total federal and local shares.

If you need assistance in completing the Budget Detail Worksheets, please call the COPS Office Response Center at 800-421-6770.

## SECTION 14A: BUDGET DETAIL WORKSHEETS

**Instructions:** This worksheet will assist your agency in reporting your agency's current entry-level salary and benefits and identifying the total salary and benefits request per officer position for the length of the grant term. Please list the current entry-level base salary and fringe benefits rounded to the nearest whole dollar for one full-time sworn officer position within your agency. Do not include employee contributions. (Please refer to <http://www.cops.usdoj.gov/Default.asp?Item=46> for information on the length of the grant term for the program under which you are applying.)

**Special note regarding sworn officer fringe benefits:** For agencies that do not include fringe benefits as part of the base salary costs and typically calculate these separately, the allowable expenditures may be included under Part 1, Section B. Any fringe benefits that are already included as part of the agency's base salary (Part 1, Section A of the Sworn Officer Budget Worksheet) should not also be included in the separate fringe listing (Part 1, Section B). Please refer to <http://www.cops.usdoj.gov/Default.asp?Item=46> for information about allowable and unallowable fringe benefits for sworn officer positions requested under the program to which your agency is applying.

### A. SWORN OFFICER POSITIONS

#### Full-Time Entry-Level Sworn Officer Base Salary Information

**Part 1: Instructions:** Please complete the questions below based on your agency's entry-level salary and benefits package for one locally-funded officer position. As applicable per the program-specific application guide, you may also be required to project Year 2 and Year 3 salaries.

Sworn Officer Position

**A. Base Salary Information**

Year 1 Salary

Enter the first year entry-level base salary for one sworn officer position.

38153 0000

Year 2 Salary

Enter the second year entry-level base salary for one sworn officer position.

48122 0000

Year 3 Salary

Enter the third year entry-level base salary for one sworn officer position.

49807 0000

No  Does the base salary include Vacation costs? Please select Yes or No.

No  Does the base salary include Vacation costs? Please select Yes or No.

No  Does the base salary include Vacation costs? Please select Yes or No.

No  Does the base salary include Sick Leave costs? Please select Yes or No.

No  Does the base salary include Sick Leave costs? Please select Yes or No.

No  Does the base salary include Sick Leave costs? Please select Yes or No.

**B. Fringe Benefit costs should be calculated for each year of the grant term.**

**FRINGE BENEFITS:**

Year 1 Fringe Benefits

Year 2 Fringe Benefits

Year 3 Fringe Benefits

|   | COST BASE | % OF SALARY |  | COST BASE | % OF SALARY |  | COST BASE | % OF SALARY |
|---|-----------|-------------|--|-----------|-------------|--|-----------|-------------|
| Social security expenses cannot exceed 6.2%<br>Exempt <input checked="" type="checkbox"/> 6.2% Fixed Rate | 2365.490  | 6.2         |  | 2983.560  | 6.2         |  | 3088.030  | 6.2         |
| Medicare expenses cannot exceed 1.45%<br>Exempt <input checked="" type="checkbox"/> 1.45% Fixed Rate      | 553.2200  | 1.45        |  | 697.7700  | 1.45        |  | 722.2000  | 1.45        |
| Health Insurance (Family Coverage)  | 5234.000  | 13.7184     |  | 5346.000  | 11.1093     |  | 5425.000  | 10.8920     |
| Life Insurance  | 288.0000  | 0.7549      |  | 360.0000  | 0.7481      |  | 375.0000  | 0.7529      |
| Vacation Number of Hours Annually: 208  | 0         | 0.0000      |  | 0         | 0.0000      |  | 0         | 0.0000      |
| Sick Leave Number of Hours Annually: 0  | 0         | 0.0000      |  | 0         | 0.0000      |  | 0         | 0.0000      |
| Retirement  | 6055.000  | 13.2493     |  | 6510.000  | 13.5281     |  | 6705.000  | 13.4620     |
| Worker's Compensation <input checked="" type="checkbox"/> Exempt  | 0         | 0           |  | 0         | 0           |  | 0         | 0           |
| Unemployment Insurance <input checked="" type="checkbox"/> Exempt   | 0         | 0           |  | 0         | 0           |  | 0         | 0           |
| Other Accidental Death and Disability   | 61.0000   | 0.1599      |  | 77.0000   | 0.1600      |  | 79.0000   | 0.1586      |
| Other Vision Insurance  | 71.0000   | 0.1861      |  | 72.1800   | 0.1500      |  | 71.0000   | 0.1426      |
| Other Select One  | 0         | 0.0000      |  | 0         | 0.0000      |  | 0         | 0.0000      |

|  |             |                    |             |
|--|-------------|--------------------|-------------|
| Benefits Sub-Total Per Year (1 Position)                         | 13627.7100  | 16046.5100         | 16465.2300  |
| C. Total Salary + Benefits Per Year (1 Position)                 | 51780.7100  | 54168.5100         | 66272.2300  |
| D. Total Salary and Benefits for Years 1, 2, and 3 (1 Position): | 182221.4500 | X 5 # of Positions | 911107.2500 |

**SALARY DETAILS**

**Part 2 : Sworn Officer Salary Information**

1. If your agency's second or third-year costs for salaries and/or fringe benefits increase after the first year, check the reasons(s) why in the space below. If these costs do not increase, please select "Not Applicable".

- Cost of Living Adjustment (COLA)
- Step Raises
- Change in Benefit Costs
- Not Applicable

**Part 3: Federal/Local Share Costs (for Hiring Grants)**

As part of the local matching requirement for the 2016 COPS Hiring Program, grantees must assume a progressively larger share of the cost of the grant with local funds over the three-year grant period. This means that your local match must increase each year, while the federal share must decrease.

Total Salary and Benefits for year 1, 2, & 3 (all positions):

Total Federal Share:

Total Federal Percentage:

Total local share required:

Total Local Percentage:

Please project in the chart below how your agency plans to assume a progressively larger share of the award costs during each year of the program. The chart is only a projection of your plans; while your agency may deviate from these specific projections during the award period, it must still ensure that the federal share decreases and the local share increases. For more details on local matching requirements for this program, please refer to <http://cops.usdoj.gov/Default.asp?Item=46>.

Please use the Recalculate button below after any changes to the benefit table above before moving forward.

Percent of the "Total Local Share Required" your agency plans to assume in Year 1

Percent of the "Total Local Share Required" your agency plans to assume in Year 2

Percent of the "Total Local Share Required" your agency plans to assume in Year 3

Percent Total

Federal Share Year 1

Federal Share Year 2

Federal Share Year 3

Federal Total

Local Share Year 1

Local Share Year 2

Local Share Year 3

Local Total

Recalculate

## S. BUDGET SUMMARY

Instructions: Please review the category totals and the total project costs below. If the category totals and project amounts shown are correct, please continue with the submission of your application. Should you need to make revisions to a budget category, please return to the Budget Detail Worksheet.

Section

| Budget Category  | Category Total |          |
|--|----------------|----------|
| A. Sworn Officer Positions   | \$911107.2500  |          |
| B. Non-Sworn Personnel   | \$0.0000       |          |
| C. Equipment & Technology  | \$0.0000       |          |
| D. Supplies  | \$0.0000       |          |
| E. Travel & Training   | \$0.0000       |          |
| F. Contracts & Consultants   | \$0.0000       |          |
| G. Other Costs   | \$0.0000       |          |
| H. Indirect Costs  | \$0.0000       |          |
| Total Project Amount:  | \$911107.2500  |          |
| Total Federal Share Amount:<br>(Total Project Amount X Federal Share Percentage Allowable)       | \$625000       | 68.5979% |
| Total Local Share Amount (If applicable):<br>(Total Project Amount - Total Federal Share Amount) | \$286107       | 31.4021% |

If your application is funded, but for a reduced number of officer positions, the percentage of the local share provided above will be applied to the total project cost of the awarded officers.

### Waiver of Local Match

The COPS Office may waive some or all of a grantee's local match requirement based on severe fiscal distress. During the application review process, your agency's waiver request will be evaluated based on the availability of funding, a demonstration of severe fiscal distress as reflected through the fiscal health data in section 7 of this application, and a comparison of your fiscal health data with that of the overall applicant pool.

Q1: Are you requesting a waiver of the local match based on severe fiscal distress?

Yes

Q1a: If awarded, please indicate the maximum local share your agency would be able to contribute to the total project cost in order to implement the grant. Please enter a value in dollars only.

Based on the waiver request above, your federal share would be \$911,107.25 and your local share would be \$0.00 if your application is fully funded.

We anticipate that waivers of the local match will be limited. The COPS Office will carefully review your request for a waiver when your application is submitted.

Q1b: If your agency does not qualify for a waiver, do you still wish to be considered for a CHP grant?

Yes, please continue to review my agency's application even if we are not eligible for a waiver of the local match.

No, my agency could not implement this grant without a waiver of the local match, so please do not continue processing our application if we are not eligible for the waiver.

#### Contact Information for Budget Questions

Please provide contact information of the financial official that the COPS Office may contact with questions related to your budget submission.

First Name:

Last Name:

Title:

Telephone Number:

Fax:

Email Address:

## SECTION 15A: ASSURANCES

Several provisions of federal law and policy apply to all grant and cooperative agreement programs. The Office of Community Oriented Policing Services ("COPS Office") needs to secure your assurance that the applicant will comply with these provisions. If you would like further information about any of these assurances, please contact your state's COPS Office Grant Program Specialist at 800-421-6770.

By signing this form, the applicant assures that it will comply with all legal and administrative requirements that govern the applicant for acceptance and use of federal award funds. In particular, the applicant assures us of the following:

1. It has been legally and officially authorized by the appropriate governing body (for example, mayor or city council) to apply for this grant or cooperative agreement and that the persons signing the application and these assurances on its behalf are authorized to do so and to act on its behalf with respect to any issues that may arise during processing of this application.
2. It will comply with the provisions of federal law, which limit certain political activities of employees whose principal employment is in connection with an activity financed in whole or in part with this grant or cooperative agreement. These restrictions are set forth in 5 U.S.C. § 1501, et seq.
3. It will comply with the minimum wage and maximum hours provisions of the Fair Labor Standards Act (29 U.S.C. § 201, et seq.), if applicable.
4. It will establish safeguards, if it has not done so already, to prohibit employees from using their positions for a purpose that is, or gives the appearance of being, motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties. In addition, it will disclose (in writing) to the COPS Office any potential conflict of interest arising during the course of performance of the grant or cooperative agreement award and also will require such written disclosures by any subrecipients.
5. As required by 42 U.S.C. § 3796dd-6, it will give the U.S. Department of Justice or the Comptroller General access to and the right to examine records and documents related to the award.
6. It will comply with all requirements imposed by the U.S. Department of Justice as a condition or administrative requirement of the grant or cooperative agreement, including but not limited to: the requirements of 2 C.F.R. Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards) as adopted by the U.S. Department of Justice in 2 C.F.R. § 2800.101 ; 48 C.F.R. Part 31 (FAR Part 31) (Contract Cost Principles and Procedures); the applicable provisions of the Omnibus Crime Control and Safe Streets Act of 1968, as amended; 28 C.F.R. Part 38 (Equal Treatment for Faith-Based Organizations); the applicable COPS application guide; the applicable COPS grant owner's manual or award owner's manual; and with all other applicable program requirements, laws, orders, or regulations.
7. As required by 42 U.S.C. § 3796dd-1(c)(11), it will, to the extent practicable and consistent with applicable law, seek, recruit and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement by increasing their ranks within the sworn positions in the agency.
8. It will not (and will require any subgrantees, contractors, successors, transferees, and assignees not to), on the grounds of race, color, religion, national origin, sex, disability, or age, unlawfully exclude any person from participation in, deny the benefits of or employment to any person, or subject any person to discrimination in connection with any programs or activities funded in whole or in part with federal funds. These civil rights requirements are found in the non-discrimination provisions of Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d); the Omnibus Crime Control and Safe Streets Act of 1968, as amended (42 U.S.C. § 3789d); Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794); the Age Discrimination Act of 1975 (42 U.S.C. § 6101, et seq.); Title IX of the Education Amendments of 1972, as amended (20 U.S.C. § 1681, et seq.); and the corresponding U.S. Department of Justice regulations implementing those statutes at 28 C.F.R. Part 42 (subparts C, D, E, G, and I). It will also comply with Executive Order 13279, Equal Protection of the Laws for Faith-Based and Community Organizations; Executive Order 13559, Fundamental Principles and Policymaking Criteria for Partnerships With Faith-Based and Other Neighborhood Organizations; and the U.S. Department of Justice implementing regulations at 28 C.F.R. Part 38.
- A. In the event that any court or administrative agency makes a finding of discrimination on grounds of race, color, religion, national origin, gender, disability or age against the applicant after a due process hearing, it agrees to forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs, 810 7th Street, NW, Washington, D.C. 20531.



B. It will comply with the federal regulations pertaining to the development and implementation of an Equal Employment Opportunity Plan (28 C.F.R. Part 42 subpart E). The requirements are as follows: If your organization has fewer than fifty employees or receives an award of less than \$25,000 or is a nonprofit organization, a medical institution, an educational institution, or an Indian tribe, then it is exempt from the EEO requirement. To claim the exemption, your organization must complete and submit Section A of the Certification Form, which is available online at <http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf>. If your organization is a government agency or private business and receives an award of \$25,000 or more, but less than \$500,000, and has fifty or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare a Utilization Report (formerly called an EEO Short Form), but it does not have to submit the report to the OCR for review. Instead, your organization has to maintain the Utilization Report on file and make it available for review on request. In addition, your organization has to complete Section B of the Certification Form and return it to the OCR. The Certification Form is available at <http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf>. If your organization is a government agency or private business and has received an award for \$500,000 or more and has fifty or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare a Utilization Report (formerly called an EEO Short Form) and submit it to the OCR for review within sixty days from the date of this letter. For assistance in developing a Utilization Report, please consult the OCR's website at <http://www.ojp.usdoj.gov/about/ocr/eeop.htm>. In addition, your organization has to complete Section C of the Certification Form and return it to the OCR. The Certification Form is available at <http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf>. To comply with the EEO requirements, you may request technical assistance from an EEO specialist at the OCR by telephone at (202) 307-0690, by TTY at (202) 307-2027, or by e-mail at [EEOsubmission@usdoj.gov](mailto:EEOsubmission@usdoj.gov).

9. Pursuant to U.S. Department of Justice guidelines (June 18, 2002 Federal Register (Volume 67, Number 117, pages 41455-41472)), under Title VI of the Civil Rights Act of 1964, it will ensure meaningful access to its programs and activities by persons with limited English proficiency.
10. It will ensure that any facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency' (EPA) list of Violating Facilities and that it will notify us if advised by the EPA that a facility to be used in this grant is under consideration for such listing by the EPA.
11. If the applicant's state has established a review and comment procedure under Executive Order 12372 and has selected this program for review, it has made this application available for review by the state Single Point of Contact.
12. It will submit all surveys, interview protocols, and other information collections to the COPS Office for submission to the Office of Management and Budget for clearance under the Paperwork Reduction Act of 1995 if required.
13. It will comply with the Human Subjects Research Risk Protections requirements of 28 C.F.R. Part 46 if any part of the funded project contains non-exempt research or statistical activities which involve human subjects and also with 28 C.F.R. Part 22, requiring the safeguarding of individually identifiable information collected from research participants.
14. Pursuant to Executive Order 13043, it will enforce on-the-job seat belt policies and programs for employees when operating agency-owned - or - rented or personally-owned vehicles.
15. As required by 42 U.S.C. § 3796dd-3(a), it will not use COPS Office funds to supplant (replace) state, local, or Bureau of Indian Affairs funds that otherwise would be made available for the purposes of this grant, as applicable.
16. If the awarded grant contains a retention requirement, it will retain the increased officer staffing level or the increased officer redeployment level, as applicable, with state or local funds for a minimum of 12 months following expiration of the grant period.
17. It will not use any federal funding directly or indirectly to influence in any manner a Member of Congress, a jurisdiction, or an official of any government, to favor, adopt, or oppose, by vote or otherwise, any legislation, law ratification, policy or appropriation whether before or after the introduction of any bill, measure, or resolution proposing such legislation, law, ratification, policy or appropriation as set forth in the Anti-Lobby Act, 18 U.S.C. § 1913.
18. In the event that a portion of grant reimbursements are seized to pay off delinquent federal debts through the Treasury Offset Program or other debt collection process, it agrees to increase the nonfederal share (or, if the awarded grant does not contain a cost sharing requirement, contribute a nonfederal share) equal to the amount seized in order to fully implement the grant project.

False statements or claims made in connection with COPS Office grants or cooperative agreements may result in fines, imprisonment, debarment from participating in federal grants or contracts, and/or any other remedy available by law.

I certify that the assurances provided are true and accurate to the best of my knowledge.

Elections or other selections of new officials will not relieve the awardee of its obligations under this award.

**Signature of Law Enforcement Executive/Agency Executive (For your electronic signature, please type in your name) Sid Gautreaux, III**

Sid Gautreaux, III

**Date:**

06/23/2016

**Signature of Government Executive/Financial Official (For your electronic signature, please type in your name) Skip Rhorer**

Sid Gautreaux, III

**Date:**

06/23/2016

## SECTION 15B: CERTIFICATIONS

**Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Federal Taxes and Assessments; Drug-Free Workplace Requirements; and Coordination with Affected Agencies.**

Although the U.S. Department of Justice has made every effort to simplify the application process, other provisions of federal law require us to seek your agency's certification regarding certain matters. Applicants should carefully review the statutes and regulations cited below and the instructions for certification to understand the requirements and whether they apply to a particular applicant. Signing this form complies with the certification and notice requirements under 28 C.F.R. Part 69 "New Restrictions on Lobbying"; 2 C.F.R. Part 2867 "Nonprocurement Debarment and Suspension"; 2 C.F.R. Part 200 "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards"; the general provisions in the applicable Appropriations Act; 28 C.F.R. Part 83 "Government-Wide Requirements for Drug-Free Workplace (Grants)"; and the Public Safety Partnership and Community Policing Act of 1994. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the U.S. Department of Justice determines to award the covered grant.

### 1. Lobbying

As required by 31 U.S.C. § 1352, implemented at 28 C.F.R. Part 69, for persons entering into a grant or cooperative agreement over \$100,000, and 2 C.F.R. § 200.450 as adopted by the U.S. Department of Justice in 2 C.F.R. § 2800.101, the applicant certifies to the following:

A. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence

an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the making of any federal grant; the entering into of any cooperative agreement; or the extension, continuation, renewal, amendment or modification of any federal grant or cooperative agreement.

B. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

C. If applicant is a nonprofit organization or an institution of higher education, it will comply with the additional lobbying restrictions set forth in 2 C.F.R. § 200.450(c) as adopted by the U.S. Department of Justice in 2 C.F.R. § 2800.101.

D. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

## 2. Debarment, Suspension and Other Responsibility Matters (Direct Recipient)

Pursuant to Executive Order 12549, Debarment and Suspension, as implemented at 2 C.F.R. Part 2867, for prospective participants in primary covered transactions, as defined at 2 C.F.R. § 2867.20(a), and other requirements, the applicant certifies that it and its principals

A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency;

B. Have not within a three-year period preceding this application been convicted of a felony criminal violation under any federal law, or been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) or private agreement or transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects your present responsibility;

C. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (B) of this certification; and

D. Have not within a three-year period preceding this application had one or more public transactions (federal, state or local) terminated for cause or default.

## 3. Mandatory Disclosure

Pursuant to the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. § 200.113 as adopted by the U.S. Department of Justice in 2 C.F.R. § 2800.101, the applicant certifies that it:

A. Has not violated any federal criminal law involving fraud, bribery, or gratuity that may potentially affect the federal grant or cooperative agreement;

B. Shall timely disclose in writing to the federal awarding agency or pass-through entity, as applicable, any violation of federal criminal law involving fraud, bribery, or gratuity that may potentially affect the federal grant or cooperative agreement; and

C. Shall require that the language of this certification be included in the award documents for all subawards (including subgrants and cooperative agreements) and shall require all subrecipients certify and disclose accordingly.

## 4. Federal Taxes and Assessments

A. If applicable, an applicant who receives an award in excess of \$5,000,000 certifies that, to the best of its knowledge and belief, the applicant has filed all federal tax returns required during the three years preceding the certification, has not been convicted of a criminal offense under the Internal Revenue Code of 1986, and has not, more than 90 days prior to certification, been notified of any unpaid federal tax assessment for which the liability remains unsatisfied, unless the assessment is the subject of an installment agreement or offer in compromise that has been approved by the Internal Revenue Service and is not in default, or the assessment is the subject of a non-frivolous administrative or judicial proceeding.

B. The applicant certifies that it does not have any unpaid federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

## 5. Drug-Free Workplace

As required by the Drug-Free Workplace Act of 1988 (41 U.S.C. 8103), and implemented at 28 C.F.R. Part 83, for recipients (other than individuals), as defined at 28 C.F.R. § 83.660 –

A. The applicant certifies that it will, or will continue to, provide a drug-free workplace by doing the following:

(i) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(ii) Establishing an on-going drug-free awareness program to inform employees about -

(a) the dangers of drug abuse in the workplace;

(b) the grantee's policy of maintaining a drug-free workplace;

(c) any available drug counseling, rehabilitation and employee assistance programs; and

(d) the penalties that may be imposed upon employees for drug-abuse violations occurring in the workplace;

(iii) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (i);

(iv) Notifying the employee in the statement required by paragraph (i) that, as a condition of employment under the grant, the employee will -

(a) abide by the terms of the statement; and

(b) notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(v) Notifying the agency in writing within 10 calendar days after receiving notice under subparagraph (iv)(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: COPS Office, 145 N Street, NE, Washington, D.C. 20530. Notice shall include the identification number(s) of each affected grant;

(vi) Taking one of the following actions within 30 calendar days of receiving notice under subparagraph (iv)(b) with respect to any employee who is so convicted –

(a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation

Act of 1973, as amended; or

(b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement or other appropriate agency;

(vii) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (i), (ii), (iii), (iv), (v), and (vi).

B. The applicant further certifies that it will identify all known workplaces under each COPS Office award, keep the identification documents on file, and make them available for inspection upon request by the U.S. Department of Justice officials or their designated representatives.

#### 6. Coordination

As required by 42 U.S.C. § 3796dd-1(c)(5) of the Public Safety Partnership and Community Policing Act of 1994, applicants must certify that there has been appropriate coordination with all agencies that may be affected by the applicant's grant proposal if approved. Affected agencies may include, among others, the Office of the United States Attorney, state or local prosecutors, or correctional agencies. The applicant certifies that there has been appropriate coordination with all affected agencies.

Where the applicant is unable to certify to any of the statements in this Certifications form, he or she shall attach an explanation to this application regarding the particular statement that cannot be certified. Please check the box if an explanation is attached to this application. Please note that the applicant is still required to sign the Certifications form to certify to all the other applicable statements.

False statements or claims made in connection with COPS Office grants or cooperative agreements may result in fines, imprisonment, debarment from participating in federal grants or contracts, and/or any other remedy available by law.

I certify that the assurances provided are true and accurate to the best of my knowledge.

Elections or other selections of new officials will not relieve the grantee entity of its obligations under this grant.

Signature of Law Enforcement Executive/Agency Executive (For your electronic signature, please type in your name) Sid Gautreaux, III

Sid Gautreaux, III

Date:

06/23/2016

Signature of Government Executive/Financial Official (For your electronic signature, please type in your name) Skip Rhorer

Sid Gautreaux, III

Date:

06/23/2016

## SECTION 16: DISCLOSURE OF LOBBYING ACTIVITIES

This section duplicates OMB's instructions for Completion of SF-LLL, Disclosure of Lobbying Activities

This disclosure form shall be completed by the reporting entity, whether subawardee or prime federal recipient, at the initiation or receipt of a covered federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. § 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with a covered federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered federal action.
2. Identify the status of the covered federal action.
3. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District number, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, state and zip code of the prime federal recipient. Include Congressional District, if known.
6. Enter the name of the federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, U.S. Department of Transportation, United States Coast Guard.
7. Enter the federal program name or description for the covered federal action (item 1). If known, enter the full Catalog of federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.
8. Enter the most appropriate federal identifying number available for the federal action identified in item 1 (e.g. Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the federal agency). Include prefixes, e.g., "RFPD E-90-001."
9. For a covered federal action where there has been an award or loan commitment by the federal agency, enter the federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting registrant identified in item 4 to influence the covered federal action.  
(b) Enter the full name(s) of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

**Disclosure of Lobbying Activities**

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. § 1352.

Not Applicable

## SECTION 17: CERTIFICATION OF REVIEW AND REPRESENTATION OF COMPLIANCE WITH REQUIREMENTS

### 1) Federal Civil Rights and Grant Reviews:

Please be advised that an application may not be funded and, if awarded, a hold may be placed on the award if it is deemed that the applicant is not in compliance with federal civil rights laws, and/or is not cooperating with an ongoing federal civil rights investigation, or is not cooperating with a U.S. Department of Justice grant review or audit.

### 2) Certification of Review of 28 C.F.R. Part 23/Criminal Intelligence Systems:

Please review the COPS Office application guide: *Legal Requirements Section* for additional information.

Please check one of the following, as applicable to your agency's intended use of this grant:

No, my agency will not use these COPS Office grant funds (if awarded) to operate an interjurisdictional criminal intelligence system.

Yes, my agency will use these COPS Office grant funds (if awarded) to operate an interjurisdictional criminal intelligence system. By signing below, we assure that our agency will comply with the requirements of 28 C.F.R. Part 23.

### 3) Certification of Review and Representation of Compliance with Requirements:

The signatures of the Law Enforcement Executive/Agency Executive, Government Executive/Financial Official, and the Person Submitting this Application on the Reviews and Certifications represent to the COPS Office that:

- the signatories have been legally and officially authorized by the appropriate governing body to submit this application and act on behalf of the grant applicant entity;
- the applicant will comply with all legal, administrative, and programmatic requirements that govern the applicant for acceptance and use of federal funds as outlined in the applicable COPS Office application guide, the COPS Office grant or award owner's manual, Assurances, Certifications and all other applicable program regulations, laws, orders, and circulars;
- the applicant understands that false statements or claims made in connection with COPS Office grant programs may result in fines, imprisonment, debarment from participating in federal grants, cooperative agreements, or contracts, or any other remedy available by law to the Federal Government;
- the information provided in this application, including any amendments, shall be treated as material representations of fact upon which reliance will be placed when the U.S. Department of Justice determines to fund the covered award;
- the applicant understands that as a general rule COPS Office funding may not be used for the same item or service funded through another funding source
- the applicant and any required or identified official partner(s) listed in section 12 are partners in this grant project and mutually agreed to this partnership prior to this award application.

The signatures of the Law Enforcement Executive/Agency Executive and the Government Executive/Financial Official on this application must be the same as those identified in Section 4 of this application. Applications with missing, incomplete, or inaccurate signatories or responses may not be considered for funding.

Signature of Law Enforcement Executive/Agency Executive (For your electronic signature, please type in your name) Sid Gautreaux, III

Sid Gautreaux, III

Date:

06/23/2016

Signature of Government Executive/Financial Official (For your electronic signature, please type in your name) Skip Rhorer

Sid Gautreaux, III

Date:

06/23/2016

Signature of Person Submitting This Application (For your electronic signature, please type in your name)

Briant J. Beard

Date:

06/23/2016

By clicking this box, the applicant understands that the use of typed names in this application and the required forms, including the Assurances, Certifications, and Disclosure of Lobbying Activities form, constitute electronic signatures and that the electronic signatures are the legal equivalent of handwritten signatures.

## SECTION 18: APPLICATION DATA VERIFICATION

By signing below, I certify that I have read, understand and agree to the following:

- my agency has been requested by the COPS Office to review, confirm and/or update specific data items that were previously submitted in our COPS application and our failure to respond to the request may eliminate our application from 2016 funding consideration;
- my agency has reviewed, confirmed and/or updated the specific data items identified by the COPS Office, and certify that the information is true and

accurate;

c) I am authorized by the appropriate governing body to act on behalf of the award applicant entity to make changes to our COPS application which will be considered for 2016 funding;

d) the information provided in this application, including any amendments, shall be treated as material representations of fact upon which reliance will be placed when the Department of Justice determines to fund the covered award; and

e) the applicant understands that false statements or claims made in connection with COPS programs may result in fines, imprisonment, debarment from participating in federal grants, cooperative agreements, or contracts, and/or any other remedy available by law to the federal government.

Signature of the Person Completing this Form (For your electronic signature, please type in your name)

Date Completed

**ELECTRONIC SIGNATURE:** By clicking this box, I understand that typing in my name on this form constitutes an electronic signature and that the electronic signature is the legal equivalent of a handwritten signature.

In order for your agency to be considered for COPS Office award funding, all application updates must be submitted through the COPS Office website (COPS website) in accordance with COPS Office instructions. For technical assistance with submitting your updates or to withdraw your agency's application from funding consideration, please call the COPS Office Response Center at 800-421-6770.



U.S. DEPARTMENT OF JUSTICE  
OFFICE OF COMMUNITY ORIENTED POLICING SERVICES  
145 N Street, N.E., Washington, DC 20530

**COPS**

October 1, 2016

Sheriff Sid Gautreaux, III  
East Baton Rouge Sheriff's Department  
P.O. Box 3277  
Baton Rouge, LA 70821

Subject: COPS Hiring Program Award # 2016ULWX0052  
ORI#: LA01700

Dear Sheriff Gautreaux, III:

Congratulations on your agency's award for 5 officer position(s) and \$911,107.00 in federal funds over a three-year award period under the 2016 COPS Hiring Program (CHP). The local cash match required for this award will be \$0.00. Your agency may use CHP award funding to hire new officers or rehire officers who have been laid off, or are scheduled to be laid off on a specific future date, as a result of local budget reductions, on or after the official award start date. Please note that any changes to the awarded hiring categories require an official review and approval by the COPS Office.

A list of conditions that apply to your award is included on your Award Document and Award Document Supplement, if applicable. A limited number of agencies may be subject to an Additional Award Notification as a result of an ongoing federal civil rights investigation, other award review, or audit of your agency by the Department of Justice. If applicable to your agency, the Additional Award Notification is included at the end of this letter and is incorporated by reference as part of this letter. In addition, a limited number of agencies may be subject to Special Conditions as a result of high risk designation or other unique circumstances. If applicable to your agency, these Special Conditions will be found in an Award Document Supplement in your award package. You should read and familiarize yourself with these conditions. **To officially accept your award, the Award Document (including the conditions and special conditions, if applicable) must be signed electronically via the Account Access link on the COPS website at [www.cops.usdoj.gov](http://www.cops.usdoj.gov) within 90 days from the date of this letter.**

The official start date of your award is September 1, 2016. Therefore, you can be reimbursed for allowable and approved expenditures made on or after this date. Please carefully review the Financial Clearance Memorandum (FCM) included in your award package to determine your approved budget, as some of your requested items may not have been approved by the COPS Office during the budget review process and award funds may only be used for approved items. The FCM will specify the final award amount and will also identify any disallowed costs.

Supplemental online award information for 2016 COPS CHP recipients can be found on the CHP Program Page ([www.cops.usdoj.gov/default.asp?Item=2367](http://www.cops.usdoj.gov/default.asp?Item=2367)). We strongly encourage you to visit this site immediately to access a variety of important and helpful documents that will assist you with the implementation of your award including the 2016 CHP Award Owner's Manual, which specifies the programmatic and financial terms, conditions, and requirements of your award. In addition, the above

website link includes the forms and instructions necessary to begin drawing down funds for your award. Please also ensure that you print out a copy of your application and maintain it with your award file records.

The FBI is retiring the current Summary Reporting System (SRS) and will transition to an all-National Incident-Based Reporting System (NIBRS) data collection system within the next 5 years. The transition to NIBRS will provide a more complete and accurate picture of crime at the national, state, and local level. Beginning in 2021, the FBI will no longer collect summary data and will only accept data in the NIBRS format and COPS Office awards will be based on submitted NIBRS data. Transitioning all law enforcement agencies to NIBRS is the first step in gathering more comprehensive crime data. The COPS Office encourages its award recipients to submit NIBRS data to the FBI Criminal Justice Information Services Division in a timely manner, thereby ensuring sufficient and complete crime and arrest data is available for consideration.

Once again, congratulations on your 2016 CHP award. If you have any questions about your award, please do not hesitate to call your Grant Program Specialist through the COPS Office Response Center at 800-421-6770.

Sincerely,



Ronald L. Davis  
Director

**Additional Award Notification**



U.S. DEPARTMENT OF JUSTICE  
OFFICE OF COMMUNITY ORIENTED POLICING SERVICES  
145 N Street, N.E., Washington, DC 20530

**COPS**

**Award Document**  
**COPS Hiring Program**

CFDA - 16.710 – Public Safety Partnership and Community Policing Grants  
Treasury Account Symbol (TAS) 15X0406

**Award Number:** 2016ULWX0052  
**ORI Number:** LA01700  
**OJP Vendor Number:** 726000356  
**Applicant Organization's Legal Name:** East Baton Rouge Sheriff's Department  
**DUNS Number:** 9445444100000

**Law Enforcement Executive:** Sheriff Sid Gautreaux, III  
**Government Executive:** Chief Deputy Skip Rhorer

**Award Start Date:** 09/01/2016 **Award End Date:** 08/31/2019  
**Full-Time Officers Funded:** 5  
**New Hires:** 5 **Rehires - Scheduled for Lay-Off:** 0  
**Rehires - Previously Laid Off:** 0  
**Award Amount:** \$911,107.00

The FY 2016 COPS Hiring Program (CHP) provides funding directly to law enforcement agencies to hire and/or rehire career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts. CHP awards provide up to 75 percent of the approved entry-level salaries and fringe benefits of full-time officers for a 36-month award period, with a minimum 25 percent local cash match requirement and a maximum federal share of \$125,000 per officer position.

The Financial Clearance Memorandum (FCM), included in your award package, is incorporated by reference into this Award Document and shall become part of this Award Document. By signing this Award Document, the recipient agrees to abide by all FY 2016 COPS Hiring Program Award Terms and Conditions, the approved budget in the FCM, and if applicable, the Special Award Conditions and/or High Risk Conditions in the Award Document.

Ronald L. Davis  
Director

Date: 09/26/2016

**Sid Gautreaux**  
Signature of the Law Enforcement Executive/Agency Executive

10/05/2016  
Date

**Skip Rhorer**  
Signature of the Government Executive/Financial Officer

10/05/2016  
Date

False statements or claims made in connection with COPS awards may result in fines, imprisonment, debarment from participating in federal awards or contracts, and/or any remedy available by law to the Federal Government.

ADVANCING PUBLIC SAFETY THROUGH COMMUNITY POLICING





U.S. Department of Justice  
*Office of Community Oriented Policing Services*  
**2016 COPS Hiring Program Award Terms and Conditions**

By signing the Award Document to accept this COPS Hiring Program (CHP) award, the recipient agrees to abide by the following award terms and conditions:

1. **Award Owner's Manual.** The recipient agrees to comply with the terms and conditions in the 2016 CHP Award Owner's Manual; COPS Office statute (42 U.S.C. §. 3796dd, et seq.); the requirements of 2 C.F.R. Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards) as adopted by the U.S. Department of Justice in 2 C.F.R. § 2800.101; 48 C.F.R. Part 31 (FAR Part 31) as applicable (Contract Cost Principles and Procedures); representations made in the CHP award application; and all other applicable program requirements, laws, orders, regulations, or circulars.
2. **Assurances and Certifications.** The recipient acknowledges its agreement to comply with the Assurances and Certifications forms that were signed as part of its CHP application.
3. **Allowable Costs.** The funding under this project is for the payment of approved full-time entry-level salaries and fringe benefits over three years (for a total of 36 months of funding) up to a maximum federal share of \$125,000 per officer position for career law enforcement officer positions hired and/or rehired on or after the official award start date. Any salary and fringe benefit costs higher than entry-level that your agency pays a CHP-funded officer must be paid with local funds.

Your agency is required to use CHP award funds for the specific hiring categories awarded. Funding under this program may be used for the following categories:

- Hiring new officers, which includes filling existing officer vacancies that are no longer funded in your agency's budget;
- Rehiring officers laid off by any jurisdiction as a result of state, local, or Bureau of Indian Affairs (BIA) budget reductions; and/or
- Rehiring officers who were, at the time of award application, scheduled to be laid off (by your jurisdiction) on a specific future date as a result of state, local, or BIA budget reductions

If your agency's local fiscal conditions have changed and your agency needs to change one or more of the funded hiring categories, your agency should request a post-award award modification and receive prior approval before spending CHP funding under the new category.

The Financial Clearance Memorandum (FCM), included in your award package, specifies the amount of CHP funds awarded to your agency. You should carefully review your FCM, which contains the final officer salary and fringe benefit categories and amounts for which your agency was approved. Please note that the salary and fringe benefit costs requested in your CHP application may have been adjusted or removed. Your agency may only be reimbursed for the approved cost categories that are documented within the FCM, up to the amounts specified in the FCM. Your agency may not use CHP funds for any costs that are not identified as allowable in the Financial Clearance Memorandum.

Only actual allowable costs incurred during the award period will be eligible for reimbursement and drawdown. If your agency experiences any cost savings over the course of the award (for example, your award application overestimated the total entry-level officer salary and fringe benefits package), your agency may not use that excess funding to extend the length of the award beyond 36 months. Any funds remaining after your agency has drawn down for the costs of approved salaries and fringe benefits incurred for each awarded position during the 36-month funding period will be deobligated during the closeout process and should not be spent by your agency.

4. **Supplementing, not Supplanting.** State, local, and tribal government recipients must use CHP funds to supplement, and not supplant, state, local, or Bureau of Indian Affairs (BIA) funds that are already committed or otherwise would have been committed for award purposes (officer hiring) during the award period. In other words, state, local, and tribal government recipients may not use COPS Office funds to supplant (replace) state, local, or BIA funds that would have been dedicated to the COPS Office-funded item(s) in the absence of the COPS Office award.
5. **Extensions.** Your agency may request an extension of the award period to receive additional time to implement your award program. Such extensions do not provide additional funding. Awards may be extended a maximum of 36 months beyond the initial award expiration date. Any request for an extension beyond 36 months will be evaluated on a case-by-case basis. Only those recipients that can provide a reasonable justification for delays will be granted no-cost extensions. Reasonable justifications may include difficulties in filling COPS Office-funded positions, officer turnover, or other circumstances that interrupt the 36 month award funding period. An extension allows your agency to compensate for such delays by providing additional time to complete the full 36 months of funding for each position awarded. **Extension requests must be received prior to the end date of the award.**

U.S. Department of Justice  
*Office of Community Oriented Policing Services*  
**2016 COPS Hiring Program Award Terms and Conditions**

6. **Modifications.** During the CHP award period, it may become necessary for an agency to modify its CHP award due to changes in an agency's fiscal or law enforcement situation. Modification requests should be submitted to the COPS Office when an agency determines that it will need to shift officer positions awarded in one hiring category into a different hiring category, reduce the total number of positions awarded, shift funds among benefit categories, and/or reduce the entry-level salary and fringe benefit amounts. For example, an agency may have been awarded CHP funding for 10 new, additional full-time sworn officer positions, but due to severe fiscal distress/constraints, the agency determines it is unable to sustain all 10 positions and must reduce its request to five full-time positions; or an agency may have been awarded CHP funding for two new, additional sworn officer positions, but due to fiscal distress/constraints the agency needs to change the hiring category from the new hire category to the rehire category for officers laid off or scheduled for layoff on a specific future date post-application. Award modifications under CHP are evaluated on a case-by-case basis. The COPS Office will only consider a modification request after an agency makes final, approved budget and/or personnel decisions. An agency may implement the modified award following written approval from the COPS Office. Please be aware that the COPS Office will not approve any modification request that results in an increase of federal funds.
7. **Evaluations.** The COPS Office may conduct monitoring or sponsor national evaluations of the CHP award. The recipient agrees to cooperate with the monitors and evaluators.
8. **Reports/Performance Goals.** To assist the COPS Office in monitoring and tracking the performance of your award, your agency will be responsible for submitting quarterly programmatic progress reports that describe project activities during the reporting period and quarterly Federal Financial Reports using Standard Form 425 (SF-425). The progress report is used to track your agency's progress toward implementing community policing strategies and to collect data to gauge the effectiveness of increasing your agency's community policing capacity through COPS Office funding.
9. **Award Monitoring Activities.** Federal law requires that law enforcement agencies receiving federal funding from the COPS Office must be monitored to ensure compliance with their award conditions and other applicable statutory regulations. The COPS Office is also interested in tracking the progress of our programs and the advancement of community policing. Both aspects of award implementation—compliance and programmatic benefits—are part of the monitoring process coordinated by the U.S. Department of Justice. Award monitoring activities conducted by the COPS Office include site visits, office-based grant reviews, alleged noncompliance reviews, financial and programmatic reporting, and audit resolution. As a CHP award recipient, you agree to cooperate with and respond to any requests for information pertaining to your award.
10. **Federal Civil Rights.** As a condition of receipt of federal financial assistance, you acknowledge and agree that you will not (and will require any subrecipients, contractors, successors, transferees, and assignees not to), on the grounds of race, color, religion, national origin (which includes providing limited English proficient persons meaningful access to your programs), sex, disability, or age, unlawfully exclude any person from participation in, deny the benefits of or employment to any person, or subject any person to discrimination in connection with any programs or activities funded in whole or in part with federal funds. These civil rights requirements are found in the nondiscrimination provisions of Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d); the Omnibus Crime Control and Safe Streets Act of 1968, as amended (42 U.S.C. § 3789d); Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794); the Age Discrimination Act of 1975 (42 U.S.C. § 6101, et seq.); Title IX of the Education Amendments of 1972, as amended (20 U.S.C. § 1681, et seq.); and the corresponding DOJ regulations implementing those statutes at 28 C.F.R. Part 42 (subparts C, D, E, G, and I). You also agree to comply with Executive Order 13279, as amended by Executive Order 13559, and the implementing regulations at 28 C.F.R. Part 38 Partnerships With Faith-Based and Other Neighborhood Organizations, which requires equal treatment of religious organizations in the funding process and nondiscrimination of beneficiaries by faith-based organizations on the basis of belief or nonbelief.
11. **Equal Employment Opportunity Plan.** All recipients of funding from the COPS Office must comply with the federal regulations pertaining to the development and implementation of an Equal Employment Opportunity Plan (28 C.F.R. Part 42 subpart E).
12. **False Statements.** False statements or claims made in connection with COPS Office awards may result in fines, imprisonment, or debarment from participating in federal awards or contracts, and/or any other remedy available by law.
13. **Duplicative Funding.** The recipient understands and agrees to notify the COPS Office if it receives, from any other source, funding for the same item or service also funded under this award.
14. **Additional High-Risk Recipient Requirements.** The recipient agrees to comply with any additional requirements that may be imposed during the award performance period if the awarding agency determines that the recipient is a high-risk recipient (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. § 200.207 as adopted by the U.S. Department of Justice in 2 C.F.R. § 2800.101).

U.S. Department of Justice  
*Office of Community Oriented Policing Services*  
**2016 COPS Hiring Program Award Terms and Conditions**

15. **System for Award Management (SAM) and Universal Identifier Requirements.** The Office of Management and Budget requires federal agencies to include the following standard award term in all awards and cooperative agreements made on or after October 1, 2010:
- A. Requirement for System for Award Management (SAM)  
Unless you are exempted from this requirement under 2 C.F.R. Part 25.110, you as the recipient must maintain the currency of your information in the SAM until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.
  - B. Requirement for Data Universal Numbering System (DUNS) Numbers  
If you are authorized to make subawards under this award, you:
    - 1. Must notify potential subrecipients that no entity (see definition in paragraph C. of this award term) may receive a subaward from you unless the entity has provided its DUNS number to you.
    - 2. May not make a subaward to an entity unless the entity has provided its DUNS number to you.
  - C. Definitions  
For purposes of this award term:
    - 1. System for Award Management (SAM) means the federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site at [www.sam.gov](http://www.sam.gov).
    - 2. Data Universal Numbering System (DUNS) number means the nine- or thirteen-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (currently 866-705-5711) or the Internet at [www.fedgov.dnb.com/webform](http://www.fedgov.dnb.com/webform).
    - 3. Entity, as it is used in this award term, means all of the following, as defined at 2 C.F.R. Part 25, subpart C:
      - a. A governmental organization, which is a state, local government, or Indian Tribe;
      - b. A foreign public entity;
      - c. A domestic or foreign non-profit organization;
      - d. A domestic or foreign for-profit organization; and
      - e. A federal agency, but only as a subrecipient under an award or subaward to a non-federal entity.
    - 4. Subaward:
      - a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
      - b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. \_\_\_\_210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").
      - c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.
    - 5. Subrecipient means an entity that:
      - a. Receives a subaward from you under this award; and
      - b. Is accountable to you for the use of the federal funds provided by the subaward.
16. **Reporting Subawards and Executive Compensation.** The Office of Management and Budget requires federal agencies to include the following standard award term in all awards and cooperative agreements made on or after October 1, 2010:
- A. Reporting of first-tier subawards.
    - 1. Applicability. Unless you are exempt as provided in paragraph D. of this award term, you must report each action that obligates \$25,000 or more in federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in paragraph E. of this award term).
    - 2. Where and when to report.
      - a. You must report each obligating action described in paragraph A.1. of this award term to [www.fsrs.gov](http://www.fsrs.gov).
      - b. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)
    - 3. What to report. You must report the information about each obligating action that the submission instructions posted at [www.fsrs.gov](http://www.fsrs.gov) specify.

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- B. Reporting Total Compensation of Recipient Executives.
1. Applicability and what to report. You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if—
    - a. the total federal funding authorized to date under this award is \$25,000 or more;
    - b. in the preceding fiscal year, you received—
      - I. 80 percent or more of your annual gross revenues from federal procurement contracts (and subcontracts) and federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. Part 170.320 (and subawards); and
      - II. \$25,000,000 or more in annual gross revenues from federal procurement contracts (and subcontracts) and federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. Part 170.320 (and subawards); and
    - c. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at [www.sec.gov/answers/execomp.htm](http://www.sec.gov/answers/execomp.htm).
  2. Where and when to report. You must report executive total compensation described in paragraph B.1. of this award term:
    - a. As part of your registration profile at [www.sam.gov](http://www.sam.gov).
    - b. By the end of the month following the month in which this award is made, and annually thereafter.
- C. Reporting of Total Compensation of Subrecipient Executives.
1. Applicability and what to report. Unless you are exempt as provided in paragraph D. of this award term, for each first-tier subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most highly compensated executives for the subrecipient's preceding completed fiscal year, if—
    - a. in the subrecipient's preceding fiscal year, the subrecipient received—
      - I. 80 percent or more of its annual gross revenues from federal procurement contracts (and subcontracts) and federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. 170.320 (and subawards); and
      - II. \$25,000,000 or more in annual gross revenues from federal procurement contracts (and subcontracts), and federal financial assistance subject to the Transparency Act (and subawards); and
    - b. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at [www.sec.gov/answers/execomp.htm](http://www.sec.gov/answers/execomp.htm).
  2. Where and when to report. You must report subrecipient executive total compensation described in paragraph C.1. of this award term:
    - a. To the recipient.
    - b. By the end of the month following the month during which you make the subaward.  
For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.
- D. Exemptions
1. If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:
    - a. Subawards, and
    - b. The total compensation of the five most highly compensated executives of any subrecipient.
- E. Definitions. For purposes of this award term:
1. Entity means all of the following, as defined in 2 C.F.R. Part 25:
    - a. A governmental organization, which is a state, local government, or Indian Tribe;
    - b. A foreign public entity;
    - c. A domestic or foreign non-profit organization;
    - d. A domestic or foreign for-profit organization;
    - e. A federal agency, but only as a subrecipient under an award or subaward to a non-federal entity.
  2. Executive means officers, managing partners, or any other employees in management positions.
  3. Subaward:

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- a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
  - b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. \_\_\_\_210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations").
  - c. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.
4. Subrecipient means an entity that:
- a. Receives a subaward from you (the recipient) under this award; and
  - b. Is accountable to you for the use of the federal funds provided by the subaward.
5. Total compensation means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 C.F.R. 229.402(c)(2)):
- a. Salary and bonus.
  - b. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
  - c. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization, or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
  - d. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.
  - e. Above-market earnings on deferred compensation which is not tax-qualified.
  - f. Other compensation, if the aggregate value of all such other compensation (e.g., severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.
17. **Debarment and Suspension.** The recipient agrees not to award federal funds under this program to any party which is debarred or suspended from participation in Federal assistance programs.
18. **Employment Eligibility.** The recipient agrees to complete and keep on file, as appropriate, a Bureau of Citizenship and Immigration Services Employment Eligibility Verification Form (I-9). This form is to be used by recipients of federal funds to verify that persons are eligible to work in the United States.
19. **Whistleblower Protection.** The recipient agrees not to discharge, demote, or otherwise discriminate against an employee as reprisal for the employee disclosing information that he or she reasonably believes is evidence of gross mismanagement of a federal contract or award, a gross waste of federal funds, an abuse of authority relating to a federal contract or award, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or award. The recipient also agrees to provide to their employees in writing (in the predominant native language of the workforce) of the rights and remedies provided in 41 U.S.C. § 4712. Please see appendix F in the Award Owner's Manual for a full text of the statute.
20. **Mandatory Disclosure.** Recipients and subrecipients must timely disclose in writing to the COPS Office or pass-through entity, as applicable, all federal criminal law violations involving fraud, bribery, or gratuity that may potentially affect the awarded federal funding. Failure to make required disclosures can result in any of the remedies, including suspension and debarment, described in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. § 200.338 as adopted by the U.S. Department of Justice in 2 C.F.R. § 2800.101.
21. **Conflict of Interest.** Recipients and subrecipients must disclose in writing to the COPS Office or pass-through entity, as applicable, any potential conflict of interest affecting the awarded federal funding in accordance with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. § 200.112 as adopted by the U.S. Department of Justice in 2 C.F.R. § 2800.101.
22. **Contract Provision.** All contracts made by the award recipients under the federal award must contain the provisions required under 2 C.F.R. Part 200, (Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards), as adopted by the U.S. Department of Justice in 2 C.F.R. § 2800.101. Please see appendix G in the Award Owner's Manual for a full text of the contract provisions.
23. **Restrictions on Internal Confidentiality Agreements.** No recipient or subrecipient under this award, or entity that receives a 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 the lawful reporting of waste, fraud, or abuse to an investigative or law enforcement representative of a

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federal department or agency authorized to receive such information.

24. **Recipient Integrity and Performance Matters.** The Office of Management and Budget requires federal awarding agencies to include the following standard award term in all awards over \$500,000 made on or after January 1, 2016:

A. Reporting of Matters Related to Recipient Integrity and Performance

1. General Reporting Requirement

If the total value of your currently active awards, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain the currency of information reported to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in paragraph 2. of this award term and condition. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

2. Proceedings About Which You Must Report

Submit the information required about each proceeding that:

- a. Is in connection with the award or performance of an award, cooperative agreement, or procurement contract from the Federal Government;
- b. Reached its final disposition during the most recent five year period; and
- c. Is one of the following:
  - (1) A criminal proceeding that resulted in a conviction, as defined in paragraph 5. of this award term and condition;
  - (2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
  - (3) An administrative proceeding, as defined in paragraph 5. Of this award term and condition, that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
  - (4) Any other criminal, civil, or administrative proceeding if:
    - i. It could have led to an outcome described in paragraphs 2.c.(1), (2), or (3) of this award term and condition;
    - ii. It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and
    - iii. The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

3. Reporting Procedures

Enter in the SAM Entity Management area the information that SAM requires about each proceeding described in paragraph 2. of this award term and condition. You do not need to submit the information a second time under assistance awards that you received if you already provided the information through SAM because you were required to do so under Federal procurement contracts that you were awarded.

4. Reporting Frequency

During any period of time when you are subject to the requirement in paragraph 1. of this award term and condition, you must report proceedings information through SAM for the most recent five year period, either to report new information about any proceeding(s) that you have not reported previously or affirm that there is no new information to report. Recipients that have Federal contract, award, and cooperative agreement awards with a cumulative total value greater than \$10,000,000 must disclose semiannually any information about the criminal, civil, and administrative proceedings.

5. Definitions

For purposes of this award term and condition:

- a. Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or award. It does not include audits, site visits, corrective plans, or inspection of deliverables.
- b. Conviction, for purposes of this award term and condition, means a judgment or conviction of a criminal offense by any court of

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competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.

- c. Total value of currently active awards, cooperative agreements, and procurement contracts includes—
- (1) Only the Federal share of the funding under any Federal award with a recipient cost share or match; and
  - (2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

25. **Contracts and/or MOUs with other Jurisdictions.** Sworn law enforcement officer positions awarded must be used for law enforcement activities or services that benefit your agency and the population that it serves. The items funded under the CHP award cannot be utilized by other agencies unless the items benefit the population that your agency serves. Your agency may use items funded under the CHP award to assist other law enforcement agencies under a resource sharing, mutual aid, or other agreement to address multi-jurisdictional issues as described in the agreement.
26. **Retention.** At the time of award application, your agency committed to retaining all sworn officer positions awarded under the CHP award with state and/or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position, over and above the number of locally-funded sworn officer positions that would have existed in the absence of the award. Your agency cannot satisfy the retention requirement by using CHP funded positions to fill locally-funded vacancies resulting from attrition.
27. **Community Policing.** Community policing activities to be initiated or enhanced by your agency and the officers funded by this award program were identified and described in your CHP award application. In sections VI(A) and (B), your agency developed a community policing plan for the CHP award with specific reference to a crime or disorder problem and the following elements of community policing: (a) problem solving—your agency's plan to assess and respond to the problem identified; (b) community partnerships and support, including related governmental and community initiatives that complement your agency's proposed use of CHP funding; and (c) organizational transformation—how your agency will use the funds to reorient its mission to community policing or enhance its involvement in and commitment to community policing. Throughout the CHP award period, your agency is required to implement the community policing plan it set forth in the CHP award application.

The COPS Office defines community policing as a philosophy that promotes organizational strategies that support the systematic use of partnerships and problem-solving techniques to proactively address the immediate conditions that give rise to public safety issues such as crime, social disorder, and fear of crime. CHP awards through the specific officers funded (or an equal number of redeployed veteran officers) must be used to initiate or enhance community policing activities. All newly hired additional or rehired officers (or an equal number of redeployed veteran officers) funded under CHP must implement your agency's approved community policing plan, which you described in your award application.

28. **Local Match.** Recipients are required to contribute a local match of at least 25 percent toward the total cost of the approved award project, unless waived in writing by the COPS Office. The local match must be a cash match from funds not previously budgeted for law enforcement purposes and must be paid during the award period. The local match contribution must be made on an increasing basis during each year of the three-year award period, with the federal share decreasing accordingly.
29. **School Resource Officer (SRO) Training Requirement.** COPS-funded SRO(s) are required to complete a National Association of School Resource Officers (NASRO) basic training course no later than nine months after the date shown on the award congratulatory letter. If a COPS-funded SRO leaves the recipient agency after completing the NASRO training, the recipient agrees to pay for the new SRO, who is assigned to backfill this position, to attend a NASRO basic training course. The new SRO must complete the training no later than nine months after being placed in the school.

## **Award Document Supplement**

### **2016 COPS Hiring Program (CHP)**

By signing the Award Document to accept this COPS Hiring Program (CHP) award, the recipient agrees to abide by the following Special Award Conditions and/or High Risk Conditions:

#### **Special Award Conditions**

##### **Advancing Department of Justice Priority Crime Problem Awards**

Your agency has been selected for a COPS Hiring Program (CHP) award to address a particular Department of Justice priority crime problem/focus area, based specifically on your CHP award application's community policing plan to improve your agency's public safety response to the critical issues of School Based Policing through School Resource Officers (SRO), Gun Violence, Homeland Security, Building Trust or Homicide Reduction.

Please be advised that, in accepting this award, your agency is agreeing to this Special Condition to its CHP award that requires your agency's COPS-funded officers (or an equivalent number of locally-funded officers) to initiate or enhance your agency's community policing plan to address one of the priority crime problems identified above. By signing the 2016 CHP award, your agency understands and agrees to the following:

- Your agency will implement the one specific community policing plan identified in your CHP award application;
- Your agency will address its specific priority crime problem throughout the entire CHP award period;
- Your agency will implement any organizational changes identified in its CHP award application in Section 6B, Questions 12 and 13;
- Your agency will cooperate with any award monitoring by the COPS Office to ensure that it is initiating or enhancing its community policing efforts to address its priority crime problem, which may include your agency having to respond to additional or modified reporting requirements.

##### **Memorandum of Understanding Requirement**

**(School-based Policing through School Resource Officers Focus Area Only)**

By signing the 2016 CHP award, recipients using CHP funding to hire and/or deploy School Resource Officers into schools understand and agree to the following:

- Your agency must submit a signed Memorandum of Understanding (MOU) between the law enforcement agency and the school partner(s) to the COPS Office before obligating or drawing down funds under this award. The MOU must be submitted to the COPS Office within 90 days of the date shown on the award congratulatory letter.
- Your agency's MOU must contain the following information;



- The purpose of the MOU
- Clearly defined roles and responsibilities of the school district and the law enforcement agency, focusing officers' roles on safety
- Information sharing
- Supervision responsibility and chain of command for the SRO
- Signatures

Note: Please refer to the MOU Fact Sheet for a detailed explanation of the requirements under each of the bullets

- Your agency's implementation of the CHP award without submission and acceptance of the required MOU may result in expenditures not being reimbursed by the COPS Office and/or award de-obligation.



**Memorandum**

**COPS Hiring Program (CHP)**

**To:** Sheriff Sid Gautreaux, III  
East Baton Rouge Sheriff's Department

**Re:** COPS Hiring Program Financial Clearance Memo  
A financial analysis of budgeted costs has been completed. Costs under this award appear reasonable, allowable, and consistent with existing guidelines. Exceptions / Adjustments are noted below.

**ORI #: LA01700**

**Award #: 2016ULWX0052**

**Total Officers Awarded: 5**

|                                 | <b>Year 1 – Approved Costs Per Entry-level Officer</b> | <b>Year 2 – Approved Costs Per Entry-level Officer</b> | <b>Year 3 – Approved Costs Per Entry-level Officer</b> |
|---------------------------------|--|--|--|
| <b>Base Salary Information:</b> | <b>\$38,153.00</b>                                     | <b>\$48,122.00</b>                                     | <b>\$49,807.00</b>                                     |
| <b>Fringe Benefits</b>          | <b>\$13,627.71</b>                                     | <b>\$16,046.51</b>                                     | <b>\$16,465.23</b>                                     |
| Social Security:                | \$2,365.49   | \$2,983.56   | \$3,088.03   |
| Medicare:                       | \$553.22   | \$697.77   | \$722.20   |
| Health Insurance:               | \$5,234.00   | \$5,346.00   | \$5,425.00   |
| Life Insurance:                 | \$288.00   | \$360.00   | \$375.00   |
| Vacation:                       | \$0.00   | \$0.00   | \$0.00   |
| Sick Leave:                     | \$0.00   | \$0.00   | \$0.00   |
| Retirement:                     | \$5,055.00   | \$6,510.00   | \$6,705.00   |
| Worker's Compensation:          | \$0.00   | \$0.00   | \$0.00   |
| Unemployment Insurance:         | \$0.00   | \$0.00   | \$0.00   |
| Other Costs:                    | \$132.00   | \$149.18   | \$150.00   |
| <b>Total Per Year:</b>          | <b>\$51,780.71</b>                                     | <b>\$64,168.51</b>                                     | <b>\$66,272.23</b>                                     |

**Officer Costs:**

| <b>Project Costs Per Officer:</b> |                     | <b>Grand Total Project Costs:</b> |                     |
|-----------------------------------|---------------------|-----------------------------------|---------------------|
| Salaries and Fringe Benefits:     | <b>\$182,221.00</b> | Salaries and Fringe Benefits:     | <b>\$911,107.00</b> |
| Federal Share:                    | <b>\$182,221.00</b> | Federal Share:                    | <b>\$911,107.00</b> |
| Applicant Share:                  | <b>\$0.00</b>       | Applicant Share:                  | <b>\$0.00</b>       |

**Waiver Granted:** Yes

**Budget Cleared Date:** 09/26/2016

**Overall Comments:**

A financial analysis of budget costs has been completed, and this Financial Clearance Memorandum (FCM) reflects the amount of federal funds awarded to your agency for officer salaries and approved benefits. Please note that the salary and benefit costs requested in your original application may have been updated or corrected from the original version submitted to COPS. You should carefully review your FCM. The FCM contains the final officer salary and fringe benefit categories and amounts for which your agency was approved. You will note that some costs may have been adjusted or removed. Your agency may only be reimbursed for the approved cost categories that are documented within the FCM. Fringe benefits already reflected in the base salary may not be drawn down individually under Fringe Benefits.

