

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: Police

AGENDA DATE: February 2, 2021

PUBLIC HEARING DATE:

CONTACT PERSON NAME AND PHONE NUMBER: Assistant Chief Patrick Maloney, 212-4309

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL: NO. 2: Set the Standard for a Safe and Secure City

SUBGOAL:

SUBJECT:

Authorize the submission to the Office of the Governor of the State of Texas, Criminal Justice Division, grant application number 3550602, for the City of El Paso Police Department project identified as "Crime Scene Investigation, FY 2022" to provide financial assistance to the City of El Paso. Requesting \$53,875.00, no cash match is required. Grant period will be from October 1, 2021 – September 30, 2022.

BACKGROUND / DISCUSSION:

The Criminal Justice Grant Program will purchase 3D laser scanner equipment and software for crime scene investigations.

PRIOR COUNCIL ACTION:

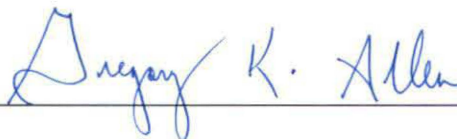
Special Traffic Investigation unit grant application FY21 was approved by City Council February 18, 2020. Justice Assistance Grant FY2020 was approved February 26, 2019.

AMOUNT AND SOURCE OF FUNDING:

N/A

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:



RESOLUTION

WHEREAS, the City of El Paso (the "City") is eligible to apply for grants through the Criminal Justice Division of the Office of the Governor of the State of Texas ("CJD"); and

WHEREAS, the El Paso City Council seeks to receive grant funding through the CJD grant/application number 3550602 for the El Paso Police Department project identified as "Crime Scene Investigation, FY 2022"; and

WHEREAS, the Grant requires no matching funds by the City; and

WHEREAS, the El Paso City Council designates the City Manager or his designee as the City's authorized official.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

1. That the El Paso City Council authorizes the submission to the Office of the Governor of the State of Texas, Criminal Justice Division, grant application number 3550602, for the City of El Paso Police Department project identified as "Crime Scene Investigation, FY 2022" to provide financial assistance to the City of El Paso.
2. That grant requirements for grant #3550602 require no matching funds for said grant; and
3. That the City Manager or designee is authorized to apply for, accept, reject, alter and/or terminate said grant; and
4. That the City Council agrees that in the event of loss or misuse of said grant funds, the City of El Paso will return all funds for said grant to the State of Texas Office of the Governor, Criminal Justice Division.
5. Further, the City Manager or designee is authorized to sign any related paperwork, including but not limited to, the actual grant contract, the authorization of budget transfers, and/or revisions to the operation plan, as well as any grant amendments, corrections or extensions of the grant agreement which increase, decrease or de-obligate program funds, provided that no additional City funds are required.

(Signatures on the following page)

APPROVED this 2 day of February, 2021.


CITY OF EL PASO:

Oscar Leeser
Mayor

ATTEST:


Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:



Gregory K. Allen
Chief of Police

[Print This Page](#)

Agency Name: El Paso, City of
Grant/App: 3550602 **Start Date:** 10/1/2020 **End Date:** 9/30/2021

Project Title: Crime Scene Investigations
Status: Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
17460007499049

Application Eligibility Certify:

Created on:12/21/2020 3:12:07 PM By:Adriana Romero

Profile Information

Applicant Agency Name: El Paso, City of
Project Title: Crime Scene Investigations
Division or Unit to Administer the Project: Police Department
Address Line 1: 300 N Campbell
Address Line 2:
City/State/Zip: El Paso Texas 79901-1402
Start Date: 10/1/2020
End Date: 9/30/2021

Regional Council of Governments(COG) within the Project's Impact Area: Rio Grande Council of Governments

Headquarter County: El Paso
Counties within Project's Impact Area: El Paso

Grant Officials:

Authorized Official

Name: Elda Hefner
Email: rodriguez-hefnere@elpasotexas.gov
Address 1: 300 N. Campbell
Address 1:
City: El Paso, Texas 79901
Phone: 915-212-1795 Other Phone: 915-212-1162
Fax:
Title: Ms.
Salutation: Ms.
Position: Grants Administrator

Financial Official

Name: Margarita Munoz
Email: munozmm@elpasotexas.gov
Address 1: 300 N. Campbell st
Address 1:
City: City of El Paso, Texas 79901
Phone: 915-212-1174 Other Phone:
Fax:
Title: Ms.
Salutation: Ms.
Position: Comptroller

Project Director

Name: John Surface
Email: 2430@elpasotexas.gov
Address 1: 911 N. Raynor

Address 1:**City:** El Paso, Texas 79925**Phone:** 915-212-4227 Other Phone:**Fax:****Title:** Mr.**Salutation:** Lieutenant**Position:** Police Lieutenant**Grant Writer****Name:** Adriana Romero**Email:** romeroax1@elpasotexas.gov**Address 1:** 911 Raynor**Address 1:****City:** El Paso TX, Texas 79903**Phone:** 915-212-4296 Other Phone:**Fax:****Title:** Ms.**Salutation:** Ms.**Position:** Grant Writer**Grant Vendor Information****Organization Type:** Council of Government (COG)**Organization Option:** applying to provide all other services**Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID):** 17460007499049**Data Universal Numbering System (DUNS):** 058873019**Narrative Information****Introduction**

The purpose of this funding is to support projects that promote public safety, reduce crime, and improve the criminal justice system.

The funding announcement, located on the [eGrants Calendar](#) page, describes the organization types, activities, and costs that are eligible under the announcement. The PSO's [eGrants User Guide to Creating an Application](#) guides applicants through the process of creating and submitting an application in eGrants. Information and guidance related to the management and use of grant funds can be found in the The PSO's Guide to Grants, located on the [PSO Resource for Applicants and Grantees webpage](#).

Certifications

In addition to the requirements found in existing statute, regulation, and the funding announcement, this program requires applicant organizations to certify compliance with the following:

Constitutional Compliance

Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

Information Systems

Applicant assures that any new criminal justice information systems will comply with data sharing standards for the Global Justice XML Data Model and the National Information Exchange Model.

Bulletproof Vests

Applicant assures that if it plans to purchase body armor with grant funds, that it has adopted a mandatory wear policy and that all vests purchased have been tested and found to comply with the latest applicable National Institute of Justice (NIJ) ballistic or stab standards. Additionally, vests purchased must be American-made.

Criminal History Reporting

Entities receiving funds from PSO must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the *Texas Code of Criminal Procedure, Chapter 66*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for <https://egrants.gov.texas.gov/project/GrantPrintableSummary.aspx?PrintCode=0&gh=23-96-2C-83-EC-DD-D9-0A-B1-59-74-4D-0C-FA-BB-AA&Print...> 2/14

disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Beginning January 1, 2021, counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90 percent of convictions and other dispositions within five business days to the Criminal Justice Information System at the Department of Public Safety. Click [here](#) for additional information from DPS on this new reporting requirement.

Uniform Crime Reporting (UCR)

Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and the Texas specific reporting mandated by 411.042 TGC, to the Texas Department of Public Safety (DPS) for inclusion in the annual Crime in Texas (CIT) publication. To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year by the deadline(s) established by DPS. Due to the importance of timely reporting, applicants are required to submit complete and accurate UCR data, as well as the Texas-mandated reporting, on a no less than monthly basis and respond promptly to requests from DPS related to the data submitted. Note: UCR is transitioning from summary reporting to NIBRS only in 2021. Applicants are encouraged to transition to NIBRS as soon as possible in order to maintain their grant eligibility.

DNA Testing of Evidentiary Materials

When funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS) by a government DNA lab with access to CODIS.

Interoperable Communications

Funds to support emergency communications activities must ensure compliance with the FY 2018 SAFECOM Guidance on Emergency Communications Grants; adherence to the technical standards set forth in the FCC Waiver Order, or any succeeding FCC orders, rules, or regulations pertaining to broadband operations in the 700 MHz public safety band; and are fully coordinated with the full-time [Statewide Interoperability Coordinator \(SWIC\)](#) for Texas.

Twelve-Step Programs

Grant funds may not be used to support or directly fund programs such as the Twelve Step Program which courts have ruled are inherently religious. PSO grant funds cannot be used to support these programs, conduct meetings, or purchase related materials.

Program Income

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program income through a formal grant adjustment and to secure PSO approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after PSO's approval of a grant adjustment and prior to requesting reimbursement of funds.

Deduction Method - Program income shall be deducted from total allowable costs to determine the net allowable costs. Program income shall be used for current costs unless PSO authorizes otherwise. Program income which the grantee did not anticipate at the time of the award shall be used to reduce the PSO award and grantee match rather than to increase the funds committed to the project.

Asset Seizures and Forfeitures - Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

National Instant Background Check System (NICS)

Entities receiving funds under this solicitation that are to generate or upgrade court dispositions or other records that are relevant to National Instant Background Check System (NICS) determinations must have a system in place to ensure that all such NICS-relevant dispositions or records that are generated or upgraded are made available in timely fashion to state repositories/databases that are accessed by NICS.

Body-Worn Cameras (BWCs)

Applicant assures that if it plans to purchase body-worn cameras with grant funds, that it has adopted adequate policies and procedures related to BWC equipment usage, data storage and access, privacy considerations and training. The certification form related to BWC policies and procedures can be found [here](#).

considerations and training. The certification form related to BWC policies and procedures can be found [here](#).

Certification of Compliance with 8 U.S.C 1373 and 1644

Applicant assures that it complies with 8 U.S.C. § 1373 & 1644. Applicant may be required to submit written assurances and/or certifications to this effect prior to award issuance. The Public Safety Office (PSO) will notify applicants if this becomes a requirement and provide the federally required form(s) and/or template(s).

Compliance with State and Federal Laws, Programs and Procedures

Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States; or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3). Lastly, eligible applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants the [CEO/Law Enforcement Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to OOG and is active until August 31, 2022 or the end of the grant period, whichever is later.

Information regarding Communication with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE)

Please explain and describe any policies or practices your jurisdiction may have related to whether, when, or how employees may communicate with DHS or ICE. Include information on how each policy or practice complies with 8 U.S.C. 1373. Upload a copy of any written policies onto the Upload.Files Tab. Enter "N/A" below if your agency does NOT have any policies or practices regarding communication with DHS or ICE. Officers of the El Paso Police Department may not arrest an individual based on their citizenship status. Probable cause for arrest must exist. When officers determined through legal means that a person is an undocumented immigrant, he or she will be turned over to the US Border Patrol. Those immigrants who request asylum in the United States will be referred to the US Department of Immigration and Naturalization.

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with PSO and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Claudia Luján

Enter the Address for the Civil Rights Liaison:

300 N. Campbell 1st Floor El Paso, TX 79901

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

915-212-1241

Overall Certification

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the PSO Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, any authorizing or applicable state and federal statutes and regulations to be eligible for this program.

I certify to all of the application content & requirements.

Project Abstract :

The El Paso Police Department (EPPD) is the largest law enforcement entity in the City of El Paso and serves approximately 680,000 residents. The Crime Scene Unit of the El Paso Police Department (EPPD) is responsible for the investigation of crime scenes, which include major crime scenes such as homicide scenes, officer involved shootings, and sexual assaults. The investigations that the Crime Scene Unit (CSU) conducts often lead to the identification of an offender, provides important evidence used in the successful prosecution of an offender, or even exonerates a person that was initially suspected of a criminal offense. It is extremely

important to conduct a thorough investigation, backed by current scientific and legal standards, which will allow for a successful investigation and prosecution of offenders. The EPPD-CSU unit currently uses the FARO 3D Scanning System. This system is a state of the art system which can scan anything and render the scan in 3D quality. The goal of the grant request is to purchase an additional 3D scanner which will allow for the Department to conduct more efficient 3D scans, increase the capabilities of the Department, and provide even more transparency in what we do. In addition, the EPPD-CSU unit also assists many other smaller agencies within West Texas. In the past, we have assisted the Texas Department of Public Safety - Texas Rangers - with homicide scenes in Alpine, and areas near Van Horn, Fabens, and other desert areas of El Paso County.

Problem Statement :

The El Paso Police Department currently uses the FARO 3D Scanner as the primary means of documentation for a crime scene, officer involved shooting, or any other major incident that the Department might investigate. These scanners have allowed for the EPPD Crime Scene Unit to evolve into a modern unit capable of handling any scene with the utmost of detail while respecting the current laws. These scanners are used nationwide by many agencies to document scenes. On August 3rd, 2019, the EPPD Crime Scene Unit was assigned to process the mass-murder active shooter at the Walmart, located at 7101 Gateway West. The Crime Scene Unit was designated as the lead agency. The unit used the existing FARO 3D scanner to process the scene, however the scene was too large for our equipment capabilities. Due to the existing relationship we had with FARO, the manufacturer of the scanner, they offered to send additional scanners to El Paso, along with an in-house expert to assist. We successfully completed a full 3D diagram of the scene with all of the extra equipment they provided. Unfortunately, this will not happen on 99.9% of other cases, as the Walmart shooting was a national incident - therefore it is important that the Department prepare itself with the purchase of the proper equipment before the need arises. This grant will allow us to purchase an additional scanner. This scanner will be of a slightly different model than what we currently have, which will allow us to scan much longer distances than we are currently able to. The longer distances will allow our unit to be much more efficient, as we will be able to take fewer scans, therefore reducing the time on scene and the impact to the community with a more expedient investigation. The El Paso Police Department - Crime Scene Unit - also has the only instructors (2) in the west portion of Texas and New Mexico. The unit will continue to provide any training to Agencies that are switching over to FARO in the future, and will continue to provide on-going training to the EPPD Crime Scene Unit.

Supporting Data :

There have been numerous studies that have shown that 3D crime scene scanners have vastly improved the efficiency of crime scene investigations, while taking out the subjective nature of doing a diagram using the total stations and prisms, which was the old way of diagraming. The 3D crime scene scanner and related software takes the subjective nature of diagrams away from the officers and incorporates it into the device itself. It will scan millions of points in a matter of minutes - which generates a much more precise diagram and investigation, but also includes all possible evidence - not just what the officer at the time felt was important. In addition, recent laws, such as the Michael Morton Act, require that all evidence be turned over to the prosecutor and defense. In a traditional diagram, all of the evidence is not being captured, and therefore, is not being turned over, as it was never collected. A 3D Scanner will allow the capability of every single bit of evidence to be diagramed, and then, turned over to the attorneys. This is a much better way of collecting evidence and ensures complete transparency with the investigations. Crime Scene Reconstruction is critical in cases where there is not a clear pattern of events. Accurate diagrams help investigators measure distances and piece together what actually happened. This may mean the difference in determining whether a death was a suicide, or a carefully planned murder. This may also allow investigators to show that a person was acting in self-defense or whether it was an intentional act. These differences can literally mean the difference between life and death for someone accused of such an offense. EPPD strives to conduct the best possible investigation when such important determinations are being made. During the investigation into the August 3, 2019, Walmart shooting, the Federal Bureau of Investigation was asked to assist, which included their forensic teams. Their Critical Incident Response Team, which has handled investigations such as the Boston Marathon Bombing, the Las Vegas mass shooting, and the Orlando Pulse Nightclub shooting, uses Faro 3D Scanners to process their scenes. This compatibility between the EPPD Crime Scene Unit and the FBI allowed data to be combined between the agencies. This will allow for a much better courtroom presentation to be presented to the jury and community about what occurred that day. The El Paso Community has always fully supported its law enforcement agencies. The agencies in return, have always strived to be as professional as possible while serving the community. This community partnership is what makes El Paso different from almost every other city in the county. This scanner will help support this community partnership by making everything the EPPD Crime Scene Unit does transparent, thereby continuing to build the trust of those we serve.

Project Approach & Activities:

The approach and activities of this project is to purchase the new 3D crime scene scanning equipment and software. If this grant is approved, the goal is to start using the equipment immediately. This will allow for quicker diagrams of scenes which capture far more data than ever possible using our current method of diagramming. Training is not needed as the EPPD Crime Scene Unit currently has (2) FARO instructors in the unit. These are the only (2) FARO instructors in the region.

Capacity & Capabilities:

This scanner is very similar to what we currently use in our department, however is better suited towards outdoor scenes. It has about a 350 meter scanning range, which equates to roughly 370 yards (3+ football fields). This is very different than our current scanners, which only have a range of about 70 meters, or about 75 yards. This added functionality will improve the processing of outside scenes and aid the efficiency of our unit. The EPPD Crime Scene Unit has already been trained on this device and no further training or qualifications are necessary.

Performance Management :

The performance management of this grant will be based on purchasing the equipment and implementing the equipment upon arrival. Since there is no training involved, we can immediately use this equipment without delay. The EPPD-CSU unit will also continue to provide training to any outside agency or Departmental unit that switches over to the FARO system. There are plans in place to assist the Special Traffic Investigation unit with training on their scanners, as well as the El Paso County Sheriff's Office, who is looking to upgrade to a FARO scanner. This scanner will also be used on homicide and officer involved shooting scenes through El Paso. Currently, we average 20+ scenes a year, sometimes many more. This scanner will be used on those scenes to generate a 3D diagram.

Target Group :

The target group of this purchase will be the El Paso Police Department - Crime Scene Unit. The officers which comprise the unit, will be trained and will be operating this equipment during the investigation of major police incidents and crime scenes. These cases include, but are not limited to: homicides, officer involved shootings, sexual assaults, or any other major police incident as determined by an El Paso Police Department supervisor. The data that this unit gathers will be managed by the EPPD-CSU unit. The diagrams, once successfully generated, will be used in court proceedings to show juries, witnesses, and offenders, as determined by prosecuting authorities.

Evidence-Based Practices:

All existing evidence-based practices are in place and will continue to be followed. The data gathered by this equipment are subject to numerous local, state, and federal regulations, including additional restrictions imposed due to the Michael Morton Act, which requires evidence to be handed over to prosecutors and defense attorneys.

Project Activities Information

Introduction

This section contains questions about your project. It is very important for applicants to review their funding announcement for guidance on how to fill out this section. Unless otherwise specified, answers should be about the EXPECTED activities to occur during the project period.

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Law Enforcement	100.00	The purpose of the S350 FARO 3D Scanner will be the process all homicide scenes, as well as other critical incidents, such as officer involved shootings.

CJD Purpose Areas

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
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Measures Information

Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Equipment or technology: Individuals/operators equipped	25
General Law Enforcement or Public Safety: Arrests resulting from grant.	0
Targeted Investigation: Criminal cases resulting in arrest.	0
Targeted Investigation: Grant-funded investigations carried out by the unit/division	0
Training or professional development: Individuals provided	0
Training or professional development: Individuals received	0
Training, professional development, or technical assistance: Hours provided	0
Training, professional development, or technical assistance: Hours received	0

Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
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Custom Output Measures

CUSTOM OUTPUT MEASURE	TARGET LEVEL
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Custom Outcome Measures

CUSTOM OUTCOME MEASURE	TARGET LEVEL
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Resolution from Governing Body

Applications from nonprofit corporations, local units of governments, and other political subdivisions must include a [resolution](#) that contains the following:

1. Authorization by your governing body for the submission of the application to the Public Safety Office (PSO) that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update the PSO should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to PSO.

Upon approval from your agency's governing body, upload the [approved](#) resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will PSO grant funds be used to support any contracts for professional services?

Select the appropriate response:

- Yes
 No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds 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 the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the appropriate response:

- Yes
 No
 N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds 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 in connection with this federal contract, loan, or cooperative agreement?

Select the appropriate response:

- Yes
 No
 N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

9/1/2021

Enter the End Date [mm/dd/yyyy]:

8/31/2022

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (in Whole Dollars \$) of Federal Grant Funds expended:

59293711

Enter the amount (in Whole Dollars \$) of State Grant Funds expended:

4117764

Single Audit

Applicants who expend less than \$750,000 in federal grant funding or less than \$750,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a PSO grant. However, PSO may require a limited scope audit as defined in 2 CFR Part 200, Subpart F - Audit Requirements.

Has the applicant agency expended federal grant funding of \$750,000 or more, or state grant funding of \$750,000 or more during the most recently completed fiscal year?

Select the appropriate response:

Yes

No

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor in accordance with the State of Texas Single Audit Circular; or CFR Part 200, Subpart F - Audit Requirements.

Enter the date of your last annual single audit:

8/31/2019

Equal Employment Opportunity Plan**Compliance**

EEOP certification information must be submitted to the Office of Civil Rights, Office of Justice Programs through their on-line [EEOP Reporting Tool](#) within 120 days of the grant award date. For more information and guidance on how to complete and submit the federal EEOP certification information, please visit the US Department of Justice, Office of Justice Programs website at <https://ojp.gov/about/ocr/eeop.htm>.

Type I Entity

Defined as an applicant that meets one or more of the following criteria:

- has less than 50 employees;
- is a non-profit organization;
- is a medical institution;
- is an Indian tribe;
- is an educational institution, or
- is receiving a single award of less than \$25,000.

Requirements

- The applicant agency is exempt from the requirement to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42, subpart E;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the applicant must submit EEOP Certification information the Office for Civil Rights (OCR) to claim the exemption from developing an EEOP.

Type II Entity

Defined as an applicant that meets the following criteria:

- has 50 or more employees, and
- is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of OOG, OOG's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services;
- the applicant must submit EEOP information to the Office for Civil Rights (OCR) to claim the exemption from submitting an EEOP to OCR; and
- the EEOP is required to be on file with the applicant agency.

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Type III Entity

Defined as an applicant that is NOT a Type I or Type II Entity.

Requirements

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the applicant must submit EEOP information to the Office for Civil Rights (OCR).

Certification

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

- Type I Entity
 Type II Entity
 Type III Entity

Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- 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 participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of 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) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- 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 the above bullet; and 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.

Select the appropriate response:

- I Certify
 Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

FFATA Certification

Certification of Recipient Highly Compensated Officers

The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (CJD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient’s preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?

Select the appropriate response:

- Yes
- No

Does the public have access to information about the compensation of the senior 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?

Select the appropriate response:

- Yes
- No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered NO to the first statement you are NOT required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient’s compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

- Position 1 - Name:
- Position 1 - Total Compensation (\$):
0
- Position 2 - Name:
- Position 2 - Total Compensation (\$):
0
- Position 3 - Name:
- Position 3 - Total Compensation (\$):
0
- Position 4 - Name:
- Position 4 - Total Compensation (\$):
0
- Position 5 - Name:
- Position 5 - Total Compensation (\$):
0

Fiscal Capability Information

Section 1: Organizational Information

*** FOR PROFIT CORPORATIONS ONLY ***

- Enter the following values in order to submit the application
- Enter the Year in which the Corporation was Founded: 0
- Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status: 01/01/1900
- Enter the Employer Identification Number Assigned by the IRS: 0
- Enter the Charter Number assigned by the Texas Secretary of State: 0

- Enter the Year in which the Corporation was Founded:
- Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:
Enter the Charter Number assigned by the Texas Secretary of State:

Section 2: Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts)?

Select the appropriate response:

- Yes
- No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

- Yes
- No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

- Yes
- No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 3: Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

- Yes
- No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- Yes
- No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- Yes
- No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Section 4: Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts. Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

- Yes
- No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

- Yes
- No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Section 5: Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

- Yes
- No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

- Yes
- No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Equipment	Crime Scene Equipment	This will be for the purchase of the FARO 3D Scanner Focus S350.	\$49,500.00	\$0.00	\$0.00	\$0.00	\$49,500.00	1
Equipment	Crime Scene Equipment	FARO 3D Scanner Focus 350 required accessories, including additional batteries, power	\$4,375.00	\$0.00	\$0.00	\$0.00	\$4,375.00	1

		cables, tripod, and thermal protection.						
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Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
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Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Equipment	\$53,875.00	\$0.00	\$0.00	\$0.00	\$53,875.00

Budget Grand Total Information:

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$53,875.00	\$0.00	\$0.00	\$0.00	\$53,875.00

Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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You are logged in as **User Name:** romeroax1