

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

**DEPARTMENT:** Police

**AGENDA DATE:** January 31, 2023

**PUBLIC HEARING DATE:**

**CONTACT PERSON NAME AND PHONE NUMBER:**

Assistant Chief Zina Silva, (915)212-4309

**DISTRICT(S) AFFECTED:** All

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

**SUBGOAL:** 2.1 Maintain standing as one of the nation's top safest cities

**SUBJECT:**

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 4365502, for the City of El Paso Police Department project identified as "Body Worn Camera, FY 2024" to provide financial assistance to the City of El Paso. Requesting \$609,580.78, which requires a cash match by the City of \$203,193.59 for a total project amount of \$812,774.37. Grant period will be from September 1, 2023 – August 31, 2024.

**BACKGROUND / DISCUSSION:**

The El Paso Police Department will utilize the Body Worn Camera Grant Program to fund the lease of 738 Body Worn Cameras and accessories for its patrol and traffic officers. Providing Body Worn Cameras to all patrol and traffic officers, EPPD will have the ability to record and capture digital evidence of citizen and officer interactions.

**PRIOR COUNCIL ACTION:**

The grant application for FY2022 Body Worn Camera was approved by city council on November 9, 2021.

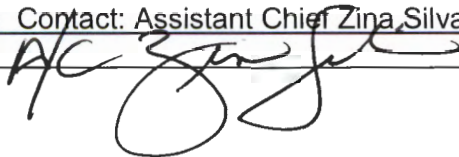
**AMOUNT AND SOURCE OF FUNDING:**

N/A

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\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:** Contact: Assistant Chief Zina Silva



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## **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 4365502 for the El Paso Police Department project identified as “Body Worn Camera FY24”; 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 grant application submission to the Office of the Governor of the State of Texas, Criminal Justice Division, grant application number 4365502, for the City of El Paso Police Department project identified as “Body Worn Camera FY2024” to provide financial assistance to the City of El Paso.
2. **THAT**, the City of El Paso shall provide all applicable matching funds for said grant if applicable;
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. **BE IT FURTHER RESOLVED THAT**, 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.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2023

**CITY OF EL PASO**

\_\_\_\_\_  
Oscar Leeser  
Mayor

**ATTEST:**

\_\_\_\_\_  
Laura D. Prine  
City Clerk

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Evy A. Sotelo  
Assistant City Attorney

**APPROVED AS TO CONTENT:**

  
\_\_\_\_\_  
Zina Silva  
Assistant Chief of Police

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**Agency Name:** El Paso, City of  
**Grant/App:** 4365502 **Start Date:** 9/1/2023 **End Date:** 10/31/2024

**Project Title:** Body Worn Cameras FY2024  
**Status:** Application Pending Submission

**Eligibility Information**

**Your organization's Texas Payee/Taxpayer ID Number:**  
17460007499014

**Application Eligibility Certify:**

Created on: 1/10/2023 10:29:16 AM By: Laura Carpio

**Profile Information**

**Applicant Agency Name:** El Paso, City of  
**Project Title:** Body Worn Cameras FY2024  
**Division or Unit to Administer the Project:** Strategic Planning Division El Paso Police Department  
**Address Line 1:** 300 N. Campbell  
**Address Line 2:**  
**City/State/Zip:** El Paso Texas 79901-1402  
**Start Date:** 9/1/2023  
**End Date:** 10/31/2024

**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:** Jeremiah Poust  
**Email:** 2451@elpasotexas.gov  
**Address 1:** 911 N. Raynor  
**Address 1:**  
**City:** El Paso, Texas 79903  
**Phone:** 915-212-4313 Other Phone:

**Fax:****Title:** Mr.**Salutation:** Lieutenant**Position:** Lieutenant, Planning & Research**Grant Writer****Name:** Laura Carpio**Email:** c1923@elpasotexas.gov**Address 1:** 911 N. Raynor**Address 1:****City:** El Paso, Texas 79903**Phone:** 915-212-4277 Other Phone:**Fax:****Title:** Ms.**Salutation:** Ms.**Position:** Senior Grant Planner**Grant Vendor Information****Organization Type:** Unit of Local Government (City, Town, or Village)**Organization Option:** applying to provide services to all others**Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID):** 17460007499014**Unique Entity Identifier (UEI):** KLZGKXNFVTL4**Narrative Information****Introduction**

The purpose of this announcement is to solicit applications from law enforcement agencies to equip peace officers with body-worn cameras.

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 PSO's Guide to Grants, located on the [PSO Resource for Applicants and Grantees webpage](#).

**Program-Specific Questions****Organization Information**

The number of licensed officers directly employed by the applicant agency:

1123

The number of licensed, front-line officers who are engaged in traffic or highway patrol or otherwise regularly detain or stop motor vehicles, or are primary responders who respond directly to calls for assistance from the public:

738

**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.

**Eligible Officers**

Applicant assures that grant funds will be used only to equip peace officers of a municipal police department or sheriff's office, who are engaged in traffic or highway patrol otherwise regularly detain or stop motor vehicles; or are primary responders who respond directly to calls for assistance from the public.

**Reporting Requirements**

Applicant assures that it will annually file reports with the Texas Commission on Law Enforcement (TCOLE), in a manner prescribed by TCOLE, regarding the costs of implementing a body worn camera program, including all known equipment costs and costs for data storage.

**Body-Worn Camera Policy**

Applicant assures that it will adopt a policy for the use of body-worn cameras which, at a minimum, includes all provisions described in Sec. 1701.655 of the Texas Occupations Code.

**Cybersecurity Training Requirement**

Local units of governments must comply with the Cybersecurity Training requirements described in Section 772.012 and Section 2054.5191 of the Texas Government Code. Local governments determined to not be in compliance with the cybersecurity requirements required by Section 2054.5191 of the Texas Government Code are ineligible for OOG grant funds until the second anniversary of the date the local government is determined ineligible. Government entities must annually certify their compliance with the training requirements using the [Cybersecurity Training Certification for State and Local Government](#). A copy of the Training Certification must be uploaded to your eGrants application. For more information or to access available training programs, visit the [Texas Department of Information Resources Statewide Cybersecurity Awareness Training](#) page.

**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 which a disposition has been subsequently reported and entered into the computerized criminal history system.

Counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90% of convictions within five business days to the Criminal Justice Information System at the Department of Public Safety.

**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.

**Entities That Collect Sexual Assault/Sex Offense Evidence or Investigate/Prosecute Sexual Assault or Other Sex Offenses**

In accordance with Texas Government Code, Section 420.034, any facility or entity that collects evidence for sexual assault or other sex offenses or investigates or prosecutes a sexual assault or other sex offense for which evidence has been collected, must participate in the statewide electronic tracking system developed and implemented by the Texas Department of Public Safety. Visit [DPS's Sexual Assault Evidence Tracking Program website](#) for more information or to set up an account to begin participating.

### 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 PSO and is active until August 31, 2024 or the end of the grant period, whichever is later.

#### 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 Lujan

Enter the Address for the Civil Rights Liaison:

300 N. Campbell First 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 and requirements.**

#### Project Abstract :

The El Paso Police Department (EPPD) will utilize the Body-Worn Camera Grant Program to continue funding the lease agreement for the Body-Worn Cameras and accessories leased in 2022 for its patrol and traffic officers. The cameras and accessories leased with this grant allow patrol and traffic officers full access to Body-Worn Cameras. Providing Body-Worn Cameras and accessories to all patrol and traffic officers will ensure that all officers in the field can record and capture digital video evidence of citizen and officer interactions.

#### Problem Statement :

The El Paso Police Department serves the El Paso community, it is the 22nd largest city in the United States and the 6th largest city in Texas. It is the largest metropolitan city on the U.S.-Mexico border, covering over 255 square miles with a population of over 680,000 residents. El Paso is bordered by the city of Juarez, Mexico, and the State of New Mexico. The City of El Paso receives a large number of people visiting and working in our city daily. The EPPD is the largest local law enforcement agency in the area and consists of 1,123 sworn law enforcement employees. These officers are distributed throughout the city in five regional command centers that handle the patrol functions of that particular area. The El Paso Police Department leased 738 body-worn cameras and accessories, this number accounts for the current staffing levels plus growth through anticipated graduating academies. The El Paso PD is requesting additional assistance in funding 738 molly mounts this equipment is essential, it allows for the body-worn cameras to be attached to the officers uniforms. As stated in the original application the EPPD recognizes that the use of Body-Worn Cameras help improve the quality of service to the citizens of El Paso. The use of Body-Worn Cameras increases public safety and operational efficiency. Outfitting all patrol and traffic with Body-Worn Cameras provides quality digital evidence to assist with the prosecution of offenses. Additionally, the use of Body-Worn Cameras provide the following benefits; they are important crime-related evidence to assist in the prosecution of offenders. The use of Body-Worn Cameras allows for evidence and events to be captured and saved digitally to assist in the prosecution of offenses. Body-Worn Cameras provide for another means of documentation of an incident to

corroborate an officer's testimony. Body-Worn Cameras can increase transparency and accountability of law enforcement to the communities they serve by providing a digital record of officers' interactions with the public available for review. This can improve public relations, confidence, and police legitimacy in the community. Lastly, Body-Worn Cameras can assist in the resolution of complaints against police officers. If officer's interactions are recorded, this allows the department quick review and objective analysis of an incident in question that either may substantiate or unfound a complaint of misconduct. Funding from this grant will continue the lease of body-worn cameras and accessories for the El Paso Police Department.

**Supporting Data :**

Data available from 2020 and 2021 only at this time. The El Paso Police Department handled over 174,000 calls for service. In 2021, there were 9,198 Part 1 crime calls, and in 2020, there were 10,746 calls. Part 1 crimes include violent offenses and property crimes such as rape, robbery, aggravated assault, burglary, motor vehicle theft, arson, and theft. In 2020, EPPD officers engaged in 136,540 instances of officer-initiated activity, and in 2021 there were 133,387 instances of officer-initiated activity. In addition, EPPD made 16,156 arrests in 2020 and 14,638 arrests in 2021. We will continue to see similar numbers in the coming years based on previous data. Additional data from 2021 indicate that the EPPD documented that its officers were involved in 1,151 use of force incidents involving its officers. In 2021, the department's Internal Affairs Division received 120 complaints of officer misconduct. There were also over 1,000 use-of-force incidents by officers, which were documented and reviewed by Internal Affairs.

**Project Approach & Activities:**

One of the City of El Paso's goals is setting the standard for a safe and secure city, and its mission is to deliver exceptional services to support a high quality of life and place for our community. The funding from this grant will allow the El Paso Police Department to continue the deployment and use of Body-Worn Cameras and accessories. EPPD's objective is to provide a Body-Worn Camera to every officer working in patrol and traffic functions. The Body-Worn Cameras are issued to all patrol and traffic sections and those units responding directly to public assistance. The body-worn cameras increase the amount of officer, citizen interactions and recorded to document incidents. In addition, they increase the amount and quality of digital evidence available for prosecutions of offenses and officer testimony. Increasing accountability of officers and the public's confidence that officers are delivering exceptional services to citizens. Supervisors, Internal Affairs, and appropriate investigative sections will have direct access to view videos as necessary for quality control purposes and to ensure that events recorded are properly categorized by incident type and case number, submitted as evidence and stored for appropriate retention periods. Additionally, body-Worn Camera video will be available to the District Attorney, County Attorney, and Municipal Court for prosecution and open records request to the public, media, and other interested parties.

**Capacity & Capabilities:**

The El Paso Police Department employs 1,123 commissioned police officers. The EPPD is currently in the first phase of distribution of its body-worn cameras and accessories. In the phased approach of deployment of our new Body-Worn Camera systems, the department will also upgrade and integrate our current in-car systems. In addition to the Body-Worn Cameras the EPPD maintains a fleet of approximately 400 marked patrol units equipped with in-car digital video systems. The EPPD is experienced in managing digital video recording system software, distributing videos and evidence as necessary to the District Attorney, County Attorney, State prosecutors, municipal court, and the public via open records requests.

**Performance Management :**

The goal of the El Paso Police Department with funding from this grant is to deploy Body-Worn Cameras and accessories with every officer that is working in the field answering calls for service in a patrol function or proactively conducting traffic enforcement operations. Success would be measured by 100% deployment of officers in the field utilizing Body-Worn Cameras and accessories. The EPPD would track the Body-Worn Cameras through line supervisors conducting equipment inspections at shift briefings. Additionally, supervisors would have direct access to downloaded evidentiary digital evidence while approving offense reports. Supervisors will also have access to videos to conduct monthly audits of the camera's use and review of complaints. EPPD Digital Video Recording Systems staff will manage the administration of the digital evidence software of Body-Worn Camera videos.

**Target Group :**

The target group for this requested funding is the citizens and visitors to the City of El Paso that the EPPD serves daily. The cameras purchased will be used by the EPPD in patrol operations and units regularly assigned to conduct traffic enforcement while keeping El Paso a safe and secure city. El Paso has a population of over 680,000 residents and is bordered by the city of Juarez, Mexico, and the State of New Mexico.

**Evidence-Based Practices:**

The El Paso Police Department Digital Video Recording Systems unit will ensure that the Body-Worn Cameras leased will be deployed with patrol and traffic officers. The EPPD is currently deploying these cameras in a phased method. These cameras are being assigned to the respective sections and officers. The EPPD has successfully managed an in-car digital video program and a limited number of Body-Worn Cameras and will employ similar strategies and methods with the purchase of Body-Worn Cameras for all patrol and traffic officers. The El Paso PD currently has recorded approximately 27,000 events with their existing Body-Worn Cameras and approximately 544,000 events with their in-car digital video systems. Of that, approximately 278,000 are related to traffic enforcement. Since 2020, the EPPD has handled over 1,400 open records requests for in-car or Body Worn Camera video. The EPPD currently stores approximately 201 TB of data on local servers. The EPPD currently has 3 digital video servers and is at approximately 80% of its total available storage capacity on the servers. This compares to last year approximately 70% of our server capacity was used. Additionally, to increase efficiency the EPPD and the District Attorney's Office have a program where events and digital evidence will be cloud shared. This reduces costs and labor for both the EPPD and District Attorney's Office. Digital evidence no longer has to be burned onto a DVD by supervisors and submitted to the property office and the District Attorney's Office no longer has to physically obtain the disk from the property office. The EPPD has learned through experience that cloud-based storage is the best approach for managing and storing this digital evidence. Cloud-based storage would be necessary for managing the increased amount of data and events documented with Body-Worn Cameras deployed across patrol and traffic operations.

## 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
Body-Worn Camera Program Implementation	100.00	The El Paso Police Department (EPPD) will utilize the Body-Worn Camera Grant Program to lease body-worn cameras and accessories for its patrol and traffic officers

### CJD Purpose Areas

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
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## Measures Information

### Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Number of body-worn cameras purchased with grant funds.	738

### 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** tab and following the instructions on *Uploading eGrants Files*.

**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:

El Paso Police Department will monitor and assure that the contract is executed in compliance with all applicable Federal and State statutes, regulations, policies, guidelines and requirements.

**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]:

9/1/2023

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

8/31/2024

### 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:

217632742

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

5107956

### 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:

8/31/2021

### 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.

### **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/%
Contractual and Professional Services	Installation of grant purchased equipment and technology	Lease of 738 AXON Body Worn Cameras at \$140.71 each for a period of 12 months, Lease of 93 Multi-Bay BWC Dock at \$ 300.98 each for a period of 12 months, Warranty for 738 cameras at 132.97 each for a period of 12 months, Warranty for 93 Multi-Bay Dock at \$239.27 for a period of 12 months, Unlimited AXON device storage for 738 Body Worn Cameras at a cost of \$273.45 each for a period of 12 months, Professional Licenses for 738 Body Worn Cameras at a cost of \$ 444.36 each for a period of 12 months. 738 Molly Mounts at \$41.75 each.	\$609,580.78	\$203,193.59	\$0.00	\$0.00	\$812,774.37	0

### Source of Match Information

**Detail Source of Match/GPI:**

DESCRIPTION	MATCH TYPE	AMOUNT
City of El Paso General Fund	Cash Match	\$203,193.59

**Summary Source of Match/GPI:**

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$203,193.59	\$203,193.59	\$0.00	\$0.00	\$0.00

**Budget Summary Information****Budget Summary Information by Budget Category:**

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Contractual and Professional Services	\$609,580.78	\$203,193.59	\$0.00	\$0.00	\$812,774.37

**Budget Grand Total Information:**

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$609,580.78	\$203,193.59	\$0.00	\$0.00	\$812,774.37

**Condition Of Fundings Information**

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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