

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 1: Administration

Subgrant Recipient

Organization Name: City of Alachua

County: Alachua

Chief Official

Name: Gib Coerper

Title: Mayor

Address: Post Office Box 9

City: Alachua

State: FL **Zip:** 32616-0009

Phone: 386-418-6100 **Ext:**

Fax:

Email: gcoerper@cityofalachua.com

Chief Financial Officer

Name: Marcian Brown

Title: Finance Director

Address: Post Office Box 9

City: Alachua

State: FL **Zip:** 32616-0009

Phone: 386-418-6100 **Ext:**

Fax: 386-462-7525

Email: mbrown@cityofalachua.com

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Section 1: Administration

Implementing Agency

Organization Name: Alachua Police Department

County: Alachua

Chief Official

Name: Chad Scott

Title: Chief of Police

Address: Post Office Box 910

City: Alachua

State: FL **Zip:** 32616-0910

Phone: 386-462-1396 **Ext:**

Fax:

Email: cscott@apd.cityofalachua.org

Project Director

Name: Tara Malone

Title: Human Resources Manager

Address: Post Office Box 9

City: Alachua

State: FL **Zip:** 32616-0009

Phone: 386-462-3293 **Ext:**

Fax:

Email: tmalone@apd.cityofalachua.org

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Section 2: Project Overview

General Project Information

Project Title: APD FORENSIC DATA RETRIEVAL
Subgrant Recipient: City of Alachua
Implementing Agency: Alachua Police Department
Project Start Date: 10/1/2015 **End Date:** 9/30/2016

Problem Identification

The City of Alachua continues to experience economic growth and development - with this also comes an increase in the crime rate. Crime, in and of itself is also evolving; specifically, in the realm of technology. Smart phones, social media, applications and text messaging contain a wealth of knowledge and information that law enforcement may use to combat criminal activity. The Alachua Police Department does not have equipment necessary to extract information from these types of mobile devices and/or applications, and must rely on the resources of other law enforcement agencies for assistance.

With increasing case loads, the Alachua Police Department needs access to this technology without reliance on other agencies. Having this resource available in-house would permit utilization with a variety of cases, as opposed to only those considered high profile. This technology will enhance the department's criminal investigations division, and provide for a means to access information on mobile devices by bypassing user locks, recovering application data and revealing deleted data, etc.

Project Summary (Scope of Work)

The ultimate goal of this project is to purchase requested equipment with grant funds to enhance the criminal investigations division of the Alachua Police Department; in turn, providing for more efficient and effective investigative services to the citizens of Alachua. The department proposes to purchase a Universal Forensic Extraction Device (UFED) and cloud analyzer.

This technology will be used by agency investigators to access and extract information from a variety of mobile electronic devices. Investigators will then have access to a myriad of information, such as - call data, text and picture messages, emails, calendar events, contact files; location information decoded from device applications, GPS, cell towers Wi-Fi networks and media files, to name a few. In short, access to this information may lead to critical evidence that will aid in the arrest and prosecution of suspects under criminal investigation by the Alachua Police Department.

"This project requests federal grant funding for a law enforcement or criminal justice technology related project and may be subject to review and approval by the State Information Technology (IT) Point of Contact. By utilizing funds for this project, the sub-recipient and implementing agency agree to conform to all state and national standards for technology and information sharing systems that connect to, and/or interface with state and national systems, and/or reside on the state Criminal Justice Network (CJNET). these standards include, but are not limited to, the FBI CJIS Security Policy and any rules, regulations or guidance enacted by the Criminal and Juvenile Justice Information System (CJJIS) Council under F.S. 943.06."

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Section 2: Project Overview

Section Questions:

Question: What percentage of the total cost of this project is being funded by sources other than this award?

Answer: 0

Question: What is the name of the jurisdiction(s) your agency provides service to. (e.g., City of Miami, Orange County, State of Florida)

Answer: City of Alachua, Alachua County, State of Florida

Question: What is the combined population of the jurisdiction(s) your agency provides services to (according to the most recent census)?

Answer: 9788

Question: What is the address of the location being used to provide services for this project?

Answer: Alachua Police Department
15000 NW 142nd Terrace
Alachua, FL 32615

Question: Describe your agency. (e.g., non-profit, community based, government)

Answer: Municipal Government

Question: Have you verified that the subgrantee has an active and current registration in SAM.gov?

Answer: Yes

Question: What is the Operating Capital Outlay threshold used by the subgrantee?
If the implementing agency is a sheriff's office, indicate the sheriff's office's threshold instead.

Answer: \$1,000

Question: Does the subgrantee receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?

Answer: No

Question: Does the implementing agency receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?

Answer: No

Question: In your organization's preceding completed fiscal year, did your organization (the subgrantee) receive at least (a) 80 percent or (b) \$25,000,000 of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

Answer: No

Question: If you answered yes above, does the public have access to information about the compensation of the executives in your organization (the subgrantee) 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? If answer to Part 1, above, was "no," answer N/A.

Answer: No

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Section 3: Performance

General Performance Info:

Performance Reporting Frequency: Quarterly

Federal Purpose Area: 01 - Law Enforcement (Includes Task Forces)

State Purpose Area: 1G - General Questions

Objectives and Measures

Objective: General Questions - General Questions for All Recipients

Measure: General 01

Will your organization be using the crimesolutions.gov website during the grant period regardless of JAG funding? Crimesolutions.gov provides information on several crime reduction and prevention programs and practices.

Goal: No

Measure: General 02

Will your organization be using the The National Training and Technical Assistance Center (NTTAC) during the grant period, regardless of JAG funding? The NTTAC serves as BJA's training and technical assistance center. You can find resources, tools, webinars, and TTA support on a variety of criminal justice issues and initiatives.

Goal: No

Measure: General 03

Will your organization be using the NCJP.org website during the grant period, regardless of JAG funding? NCJP.org contains resources to support strategic planning, program development, and implementation of evidence-based policy and practice.

Goal: No

Measure: General 04

Will your organization be using the Evidence-Based Policing Matrix during the grant period regardless of JAG funding? The Evidence-Based Policing Matrix provides information on evidence-based practices for law enforcement.

Goal: No

Measure: General 05

Will your organization be using the What Works in Reentry Clearinghouse during the grant period regardless of JAG funding? The clearinghouse provides research on the effectiveness of reentry programs and practices.

Goal: No

Measure: General 06

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Section 3: Performance

- Will your organization be using Research to Practice during the grant period regardless of JAG funding? Research to Practice promotes the dissemination of research on drug courts to practitioners and policymakers.
- Goal: No
- Measure: General 07
- Will your organization be using any other resources during the grant period regardless of JAG funding? If yes, please describe them.
- Goal: No.
- Measure: General 08
- During the grant period, will your agency conduct or sponsor (with or without JAG funds) a survey or focus group of citizens on any of the following topics? Enter all that apply from the following list: Public satisfaction with police services; public satisfaction with prosecution services; public satisfaction with public defender/indigent defense services; public satisfaction with courts; public perceptions of crime/disorder problems; personal crime experiences of citizens; none of the above; unsure/don't know.
- Goal: None of the above.
- Measure: General 09
- During the grant period, which of the following community activities will your organization be involved in, with or without JAG funds and how often will they each occur (yearly, monthly, etc.)? Choose from the following list: Hosting community meetings; attending community meetings; distributing a newsletter, e-mail, or other bulletin; attending community events; conducting social media activities; conducting outreach to minority populations; other (please describe)
- Goal:
1. Attending Community Events - at least (5) yearly
 2. Conducting Social Media Activities - monthly updates on department social media outlets
 3. Other - annual National Night Out Campaign; typically held in local residential community, hosted by the Alachua Police Department
- Measure: General 10
- Law Enforcement Agencies ONLY: In which of the following ways has your agency fostered community involvement in the last year? Enter all that apply from the following list: Citizen Review Board or other review board with citizen representation, Citizen's Police Academy, Internships for university or high school students, Volunteer Program, Auxiliary police officer program, Police Cadet Program, k-12 school programs, Youth Athletic Programs, Other (please Describe), None of the above, Unsure/Don't know.
- Goal: Volunteer Program; Youth Athletic Programs; Other - Police Explorer Program
- Measure: General 11

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Section 3: Performance

Identify the goal(s) you hope to achieve with your funding. If you have multiple goals, describe each goal separately.

Goal: The Alachua Police Department's goal with this project is to enhance our criminal investigations division by procuring our own Forensic Extraction Device. In doing so, the department will have the resource readily available and accessible; whereas, we currently must depend on assistance from other agencies with this technology that typically is only available for high profile cases.

Measure: General 12

Are the subrecipient and implementing agency aware that they will be required to report on the status of the identified goals during each reporting period?

Goal: Yes.

Measure: General 13

Describe any barriers you may encounter which may prevent you from achieving your identified goal(s).

Goal: The benefit of having requested equipment for use will not be realized until procurement and implementation are complete; delays in procurement would extend the time period before goal may be achieved.

Measure: General 14

Are you aware that the Office of Criminal Justice Grants encourages recipients to report on any noteworthy accomplishments, success stories, or program results that they would like to showcase?

Goal: Yes.

State Purpose Area: 3E - Equipment, Supplies, and Technology Enhancements

Objectives and Measures

Objective: Equipment - Questions for all recipients purchasing Equipment, Supplies, and Technology Enhancements.

Measure: Equipment 1

Do the Subrecipient and Implementing agencies understand that they will be required to submit an itemized account of all items purchased during each reporting period as part of their performance reporting?

Goal: Yes.

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Section 4: Financial

General Financial Info:

Note: All financial remittances will be sent to the Chief Financial Officer of the Subgrantee Organization.

Financial Reporting Frequency for this Subgrant: Quarterly

Is the subgrantee a state agency?: No

FLAIR / Vendor Number: 596000262

Budget:

Budget Category	Federal	Match	Total
Salaries and Benefits	\$0.00	\$0.00	\$0.00
Contractual Services	\$0.00	\$0.00	\$0.00
Expenses	\$0.00	\$0.00	\$0.00
Operating Capital Outlay	\$13,000.00	\$0.00	\$13,000.00
Indirect Costs	\$0.00	\$0.00	\$0.00
-- Totals --	\$13,000.00	\$0.00	\$13,000.00
Percentage	100.0	0.0	100.0

Project Generated Income:

Will the project earn project generated income (PGI) ? No

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Section 4: Financial (cont.)

Budget Narrative:

Operating Capital Outlay:

(1) Universal Forensic Extraction Device (UFED) kit for PC with accompanying components at approximately \$8,500.

(1) UFED Cloud Analyzer at approximately \$4,500.

Total Costs: \$13,000 (including shipping & handling)

The City of Alachua will follow established purchasing procedures, and obtain quotes for UFED and Cloud Analyzer. Any amount over the grant award for this equipment will be paid by the City of Alachua.

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Section 4: Financial

Section Questions:

Question: If the budget contains salaries and benefits, will this project result in a net personnel increase, or continue to fund a prior federally grant funded net personnel increase?

Answer: No

Question: If Expenses or Operating Capital Outlay are included in your budget, what will be the method of procurement for those items? (e.g., competitive bid, sole source, state term contract)

Answer: Procurement of items utilizing requested grant funds will adhere to the City of Alachua's established purchasing guidelines.

Question: If indirect cost is included, explain the indirect cost plan. Provide documentation of approval.

Answer: N/A

Question: If contractual services in the budget are based on unit costs, provide a definition and breakdown of cost for each service. Include the methodology for the unit cost plan and when it was approved.

Answer: N/A

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Section 5: Standard Conditions

Insert Standard Conditions Page here.

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Section 6: Signatures

In witness whereof, the parties affirm they each have read and agree to the conditions set forth in this agreement, have read and understand the agreement in its entirety and have executed this agreement by their duty authorized officers on the date, month and year set out below.

**Corrections on this page, including Strikeovers,
whiteout, etc. are not acceptable.**

**State of Florida
Department of Law Enforcement
Office of Criminal Justice Grants**

Signature: _____

Typed Name and Title: _____

Date: _____

**Subgrant Recipient
Authorizing Official of Governmental Unit
(Commission Chairman, Mayor, or Designated Representative)**

Typed Name of Subgrant Recipient: _____

Signature: _____

Typed Name and Title: _____

Date: _____

**Implementing Agency
Official, Administrator or Designated Representative**

Typed Name of Implementing Agency: _____

Signature: _____

Typed Name and Title: _____

Date: _____

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Section 7: Certifications and Authorizations

Insert Certifications and Authorizations here.