

GA-7-16

GRANT BRIEFING DOCUMENT

rev. 2/13/13

From:

Name: Beth Hart Dept: Police Phone: 410-263-7979

This is a request to

- review, approve, and/or sign a grant agreement/award
- other

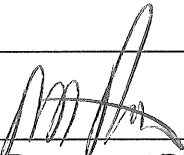
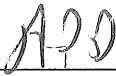
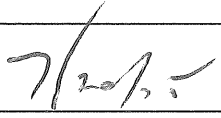
Grant title: Maryland Safe Streets

Grantor: GOCCP Amount: \$ 174,242.00

Attestation:

- Match is *not* required.
- Match is required. Match will be met in the form of ¹ _____

I attest that this asset has been approved/appropriated in ² _____

_____ Dept _____ Date _____
 Department Director signature

Routing	Initials	In	Out	Date	Comments
<input checked="" type="checkbox"/> originating Dept Director	<u>PHH</u>	<u>7/20</u>			
<input checked="" type="checkbox"/> Grants Coordinator	<u>NCP</u>	<u>7/23</u>			<u>*initials only*</u>
<input checked="" type="checkbox"/> Finance Director	<u>BY</u>	<u>7/22</u>	<u>7/23</u>		
<input checked="" type="checkbox"/> City Attorney	<u>OPZ</u>	<u>7/30/15</u>	<u>7/30/15</u>		
<input checked="" type="checkbox"/> City Manager					
<input checked="" type="checkbox"/> Mayor (signature/initials)	<u>RCW</u>				
<input checked="" type="checkbox"/> City Clerk	<u>RCW</u>				
<input checked="" type="checkbox"/> Finance Committee					<u>FOR</u>
<input checked="" type="checkbox"/> Finance Dept					

Return to Originating Department

GRANT Briefing Document, continued

Provide a short narrative. Include:

-program description	- purpose of funds	- due dates
-grant period	-amount of request or award	
-special features, e.g., environmental impact implications, notarization required		

The Police Department has been awarded \$174,242.00 by the Governor's Office of Crime Control and Prevention for Maryland Safe Streets to fund the Crime Analyst's and Coordinator's positions, Law Enforcement overtime, and one half of the Community Prosecutor. The award is for FY2016 (July 1, 2015 to June 30, 2016). This is an ongoing initiative that incorporates federal, state, county, and local resources to remove the repeat, violent offender from the community.

¹ Examples: cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

² Examples: FY__ Operating Budget, a memorandum of understanding, City Council resolution/ordinance.



GRANT BUDGET FORM

7/20/2015

Grant Title Maryland Safe Streets

Grant Award (\$) 174,242.00

Originating Department(s): Police Department


Dept Contact (Name/Phone): Beth Hart/ 410-263-7979

Expenditure Account	Revenue Source				Total per Expend. Type	Comments
	Federal	State	Local (Matching)	Other		
Salaries		124,579.00			124,579.00	Salary for Crime Analyst and Coordinator
Benefits					0.00	
Overtime		16,663.00			16,663.00	Initiative Overtime
Supplies					0.00	
Telephone					0.00	
Electricity					0.00	
Fuel and Oil					0.00	
Training & Education					0.00	
R & M - Equipment					0.00	
Special Programs					0.00	
Contract Services		33,000.00			33,000.00	Community Prosecutor
Capital Outlay					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
other (fill-in)					0.00	
Total	0.00	174,242.00	0.00	0.00	174,242.00	


TOTAL EXPENDITURES*: 174,242.00

* May be different from Grant Award \$ if there is a match requirement.

Match is not required.



Department Director Signature/Date



Department

Match is required. Match will be met in the form of ⁽¹⁾ _____

I attest that this asset has been approved/appropriated in ⁽²⁾ _____

Department Director Signature/Date

Department

COMMENTS:

(1) Examples (include dollar amounts if applicable): Cash match, equipment loan, staff salaries, volunteer time, contribution from non-City agency.

(2) Examples: FY __ operating budget, a memorandum of understanding, City Council resolution/ordinance.



300 E. Joppa Road, Suite 1105
Baltimore, Maryland 21286-3016
410-821-2828 / TOLL FREE: 1-877-687-9004
FAX: 410-321-3116
INFO@GOCCP.STATE.MD.US
WWW.GOCCP.MARYLAND.GOV

Larry Hogan
Governor
Boyd K. Rutherford
Lt. Governor
Christopher B. Shank
Executive Director

July 07, 2015

Chief Michael A Pristoop
Annapolis City Police Department
199 Taylor Avenue
Annapolis, MD 21401

RE: MDSS-2016-1707

Dear Chief Pristoop:

I am pleased to inform you that your grant application submitted by **Annapolis City Police Department**, entitled "**Safe Streets**", in the amount of \$174,242.00 has received approval under the Maryland Safe Streets program. Enclosed is the Grant Award packet containing information and forms necessary to initiate the project.

The grant will fund the program described below:

The Annapolis Police Department's Safe Streets program focuses on strategies that impact violent crime incidents in the city and surrounding communities. Strategies rely heavily on the cooperation of coalition partners for intelligence gathering, streamlined information sharing, targeted enforcement, and effective prosecution. Resources are leveraged to identify, track, and apprehend violent offenders. Grant funds provide salary support, overtime and contractual services.

Please pay particular attention to the instructions included on the Grant Award. It is important that you **carefully review all Special Conditions** attached to this award. Additionally, the General Conditions for all grant awards issued by GOCCP are located online, at <http://www.goccp.maryland.gov/grants/general-conditions.php>. The Chief Elected Official, or another legally authorized official of the jurisdiction, state agency, or 501(c)(3) receiving the Grant Award, must sign the original Grant Award Acceptance form and return it to the Governor's Office of Crime Control and Prevention within **Twenty-One (21) Calendar days**. Should the acceptance form not be received, requests for reimbursement will not be honored.

A copy of the Grant Award, Notification of Project Commencement, and Individual Project Reports has also been sent to the Project Director. The Project Director is responsible for completing these and other required forms now and at the end of each reporting period. If the Project Director changes, GOCCP must be notified immediately to avoid potential reporting problems.

Projects may commence as soon as the Grant Award is signed and you have reviewed and accepted all of the General and Special Conditions. No funds may be encumbered or expended prior to this time without the specific written approval of the Governor's Office of Crime Control and Prevention.

If you have any questions or need any clarification regarding this Grant Award, please contact **Angee Carpintieri**, your Regional Monitor, or **Andrew Galarza**, Fiscal Specialist, at (410) 821-2828. We look forward to working with you on this project and anticipate its success in helping to address criminal justice problems in our State.

Sincerely,

A handwritten signature in black ink, appearing to read "Edward Parker", with a long horizontal line extending to the right.

Edward Parker
Deputy Director

cc: Elizabeth A Hart



GOCCP Regional Monitor:
GOCCP Fiscal Specialist:

Carpintieri, Angee
Galarza, Andrew

Governor's Office of Crime Control & Prevention

Grant Award - Special Conditions

Grant Award Number:	MDSS-2016-1707	Sub-Recipient:	Annapolis City Police Department
Award Period:	07/01/2015 - 06/30/2016	Implementing Agency:	Annapolis City Police Department
Project Title:	Safe Streets		

- 1 This grant award is subject to the General Conditions (POST AWARD INSTRUCTIONS) found on the GOCCP website (<http://www.goccp.maryland.gov/grants/general-conditions.php>). The aforementioned General Conditions/Post Award Instructions are REQUIRED to be reviewed, should be printed for your reference and are subject to change without written notice.

In addition, the Grantees Toolbox is provided as a resource on the GOCCP website (<http://www.goccp.maryland.gov/grants/grantee-toolbox.php>) to address frequently asked questions.

- 2 Accountability rests on the Executive Department, the primary law enforcement agency under the authority of the Executive Department, and the Coordinator whom the Executive Department and law enforcement agency jointly assign to guide the Coalition. In cases where a Sheriff's Office is the applicant, accountability rests on the Sheriff's Office and its assigned Coordinator. The Coordinator is responsible for collecting and tracking data on the program for report at monthly Coalition meetings. Reports (given by the Coordinator or members) must include data on crime statistics, warrants, watch center cases, code enforcement cases and prosecution cases at minimum. GOCCP is developing a uniform reporting form for all sites. This form will be required once received by GOCCP.
- 3 The Safe Streets Coalition membership is diverse and requires careful coordination. Monthly Coalition meetings are required. The following members must attend monthly: Municipal Police Departments, County Police Department, Sheriff's Office, State's Attorney's Office, Local Detention Center, Maryland State Police, Community Supervision, Department of Juvenile Services and Housing/Code Compliance. The following members are optional to attend monthly: County and/or Municipal Executive Department and the U.S. Attorney's Office (USAO).
- 4 The HEAT Team is the primary entity responsible for the implementation of the street level public safety elements of the strategic plan. Biweekly HEAT team meetings are required. The following members must attend biweekly: the Coordinator, the Crime Analyst, municipal law enforcement agencies, county police department, Sheriff's Office, State's Attorney's Office, Community Supervision, Department of Juvenile Services, and Housing Code Compliance. The HEAT team meetings provide a forum to share information on priority offenders and develop supervision, containment, and prosecution strategies as appropriate.



Governor's Office of Crime Control & Prevention

GOCCP Regional Monitor:
GOCCP Fiscal Specialist:

Carpintieri, Angee
Galarza, Andrew

Budget Notice

Grant Award Number:	MDSS-2016-1707	
Sub-recipient:	Annapolis City Police Department	
Project Title:	Safe Streets	
Implementing Agency:	Annapolis City Police Department	
Award Period:	07/01/2015 - 06/30/2016	CFDA: State

Funding Summary	Grant Funds	100.0 %	\$174,242.00
	Cash Match	0.0 %	\$0.00
	In-Kind Match	0.0 %	\$0.00
	Total Project Funds		\$174,242.00

Personnel

Description of Position	Salary Type	Funding	Total Budget
Coordinator	Salary	Grant Funds	\$45,601.00
Crime Analyst	Salary	Grant Funds	\$78,978.00
Police Officer	Overtime	Grant Funds	\$16,663.00

Personnel Total: \$141,242.00

Contractual Services

Description	Funding	Quantity	Unit Cost	Total Budget
Community Prosecutor - Salary	Grant Funds	1	\$27.61	\$33,000.00

Contractual Services Total: \$33,000.00

Approved: _____

[Signature]
GOCCP Authorized Representative

Effective Date: 7/6/2015



7/7/2015

Governor's Office of Crime Control & Prevention



Control Number:

30381

GOCCP Regional Monitor:

Carpintieri, Angee

GOCCP Fiscal Specialist:

Galarza, Andrew

Grant Award & Acceptance Form

Grant Award Number:	MDSS-2016-1707	
Sub-recipient:	Annapolis City Police Department	
Project Title:	Safe Streets	
Implementing Agency:	Annapolis City Police Department	
Award Period:	07/01/2015 - 06/30/2016	CFDA: State

Funding Summary	Grant Funds	100.0 %	\$174,242.00	
	Cash Match	0.0 %	\$0.00	
	In-Kind Match	0.0 %	\$0.00	
	Total Project Funds		\$174,242.00	Budget Version: 0

This Grant Award is hereby made for financial assistance by the Governor's Office of Crime Control & Prevention in accordance with the


Maryland Safe Streets

This Grant Award is subject to the General Conditions and any Special Conditions attached to this award, as well as all statutes and requirements of the State of Maryland.

This Grant Award incorporates all the information, conditions, representations and Certified Assurances contained in the grantee's application.

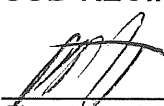
The Grant Award shall become effective as of the start date of the award, unless otherwise specified, and upon return, within twenty-one (21) calendar days, of a fully executed original of this document signed by the duly authorized official of the sub-recipient unit of government or sub-recipient agency receiving this Grant Award. Copies and faxes are not acceptable.

FOR THE STATE OF MARYLAND:



Deputy Director
Governor's Office of Crime Control & Prevention

SUB-RECIPIENT ACCEPTANCE:



Signature of Authorized Official *Peter*

Michael Pantelides, Mayor


Typed Name And Title

7/20/15


Date

Return original form signed in blue ink to: GOCCP
300 E. Joppa Road, Suite 1105
Baltimore, MD 21286-3016
Attention: Control Desk

ATTEST:



Regina C. Watkins-Eldridge, MMC (Seal)
City Clerk



Signature

Michael Pantelides, Mayor

Name & Title

8/4/15

Date