

**RESOLUTION
 CITY OF SAINT PAUL, MINNESOTA**

Presented by _____

1 WHEREAS, the City of Saint Paul, Police Department has been awarded the Juvenile Accountability Block Grant
 2 2015 (Attachment A) by the State of Minnesota, Department of Public Safety; and
 3 WHEREAS, the grant agreement includes an indemnification clause; and
 4
 5 WHEREAS, this grant provides funds to support and improve the juvenile system including reducing juvenile
 6 delinquency, improving the juvenile justice system and increase accountability for juvenile offenders; and
 7
 8 THEREFORE BE IT RESOLVED, that council accepts this grant and authorizes the City of Saint Paul to enter
 9 into, and Chief Thomas Smith to implement the attached agreement with the State of Minnesota which includes
 10 an indemnification clause.
 11
 12

	Yeas	Nays	Absent
Bostrom			
Brendmoen			
Lantry			
Stark			
Thao			
Thune			
Tolbert			

Requested by Department of: **POLICE**



By: **Thomas E. Smith, Chief of Police**

Approved by the Office of Financial Services

By: _____

Approved by City Attorney

By: _____

Approved by Mayor for Submission to Council

By: _____

Adopted by Council: Date _____

Adoption Certified by Council Secretary

By: _____

Approved by Mayor: Date _____

By: _____



Minnesota Department of Public Safety (“State”) Commissioner of Public Safety Office of Justice Programs 445 Minnesota Street, Suite 2300 St. Paul, MN 55101-2139	Grant Program: Juvenile Accountability Block Grant 2015 Grant Agreement No.: A-JABG-2015-SPPD-00005
Grantee: City of St Paul, Police Department 367 Grove Street St Paul, Minnesota 55101	Grant Agreement Term: Effective Date: 7/1/2014 Expiration Date: 6/30/2015
Grantee’s Authorized Representative: Commander Tina McNamara City of Saint Paul, Police Department 367 Grove Street St Paul, Minnesota 55101 (651) 266-5516	Grant Agreement Amount: Original Agreement \$10,292.00 Matching Requirement \$1,144.00
State’s Authorized Representative: Greg Herzog, State Programs Administrator Senior Office of Justice Programs Bremer Tower, Suite 2300 445 Minnesota Street St. Paul, Minnesota 55101 (651) 201-7319	Federal Funding: CFDA 16.523 State Funding: None Special Conditions: None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant agreement.

Term: Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, whichever is later. Once this grant agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a State employee will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved Juvenile Accountability Block Grant 2015 Application (“Application”) which is incorporated by reference into this grant agreement and on file with the State at Bremer Tower, 445 Minnesota Street, Suite 2300, St. Paul, Minnesota 55101-2139. The Grantee shall also comply with all requirements referenced in the Juvenile Accountability Block Grant 2015 Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<http://app.dps.mn.gov/Egrants>), which are incorporated by reference into this grant agreement.

Budget Revisions: The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

Matching Requirements: (If applicable.) As stated in the Grantee’s Application, the Grantee certifies that the matching requirement will be met by the Grantee.



Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

Grant Agreement No. A-JABG-2015-SPPD-00005/ 3-26936

3. STATE AGENCY

By: _____
(with delegated authority)

Title: _____

Date: _____

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: Chief of Police

Date: _____

By: _____

Title: Director of the Office of Financial Services

Date: _____

By: _____

Title: City Attorney

Date: _____

Distribution: DPS/FAS
Grantee
States' Authorized Representative

Juvenile Accountability Block Grant 2015

Organization: St Paul Police Department

Budget Summary

Budget Category	Award	Match
11. Accountability-Based Programs: P.A.L.		
Personnel		
Police Officer Overtime-PAL	\$3,478.70	\$386.67
Total	\$3,478.70	\$386.67
Total	\$3,478.70	\$386.67
11. Accountability-Based Programs: Curfew		
Budget Category	Award	Match
Personnel		
Police Officer Overtime-Curfew	\$4,631.40	\$514.80
Total	\$4,631.40	\$514.80
Total	\$4,631.40	\$514.80
15. Juvenile Courts and Probation: Enhanced Probation		
Budget Category	Award	Match
Personnel		
Police Officer Overtime-Enhanced Probation	\$2,181.90	\$242.53
Total	\$2,181.90	\$242.53
Total	\$2,181.90	\$242.53
Total	\$10,292.00	\$1,144.00
Allocation	\$10,292.00	\$1,144.00
Balance	\$0.00	\$0.00

MINNESOTA DEPARTMENT OF PUBLIC SAFETY
Office of Justice Programs

ACKNOWLEDGEMENT – Civil Rights Training

GRANTEE :	City of Saint Paul Police Department
Project Title:	Juvenile Accountability Block Grant 2015
GRANT #:	A-JABG-2015-SPPD-00005

I acknowledge that I have viewed the Office of Justice Programs presentation on Civil Rights. I accept responsibility for insuring that project staff understands their responsibilities as outlined in the presentation. I understand that if I have any questions about the material presented and my responsibilities as a Grantee that I will contact my grant manager.

Signature	
Printed Name	Thomas E. Smith, Chief of Police
Date	

Please print, have the Authorized Official sign and then upload into E-grants into your grants, Forms Menu under Civil Rights Training Acknowledgement.

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: <u>City of Saint Paul Police Department</u>	DUNS Number: <u>848898433</u>
Address: <u>367 Grove Street, Saint Paul MN 55101</u>	<u>A-JABG-2015-</u>
Grant Title: <u>Juvenile Accountability Block Grant 2015</u> Number: <u>SPPD-00005</u>	Award Amount: <u>10,292.00</u>
Name and Title of Contact Person: <u>Amy Brown, Grants and Research Manager</u>	
Telephone Number: <u>(651)266-5507</u>	E-Mail Address: <u>amy.brown@ci.stpaul.mn.us</u>

Section A—Declaration Claiming Complete Exemption from the EEOP Requirement

Please check all the following boxes that apply:

- | | | |
|-------------------------------------------------------------------|-------------------------------------------------------------------|------------------------------------------------------------------------------|
| <input type="checkbox"/> Recipient has less than fifty employees. | <input type="checkbox"/> Recipient is an Indian tribe. | <input type="checkbox"/> Recipient is a medical institution. |
| <input type="checkbox"/> Recipient is a nonprofit organization. | <input type="checkbox"/> Recipient is an educational institution. | <input type="checkbox"/> Recipient is receiving an award less than \$25,000. |

I, Thomas E. Smith, Chief of Police [responsible official],
certify that City of Saint Paul, Police Department [recipient] is

not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R. § 42.302.

I further certify that City of Saint Paul Police Department [recipient] will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Thomas E. Smith, Chief of Police
Print or Type Name and Title Signature Date

Section B—Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to the OCR for review as long as it certifies the following (42 C.F.R. § 42.305):

I, _____ [responsible official],
certify that _____ [recipient],

which has fifty or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E. I further certify that within the last twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:

_____ [organization],
_____ [address].

Print or Type Name and Title Signature Date

Section C—Declaration Stating that an EEOP Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEOP Utilization Report to the OCR for review.

I, _____ [responsible official],
certify that _____ [recipient],

which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title Signature Date

**Office of Justice Programs (OJP) Juvenile
Accountability Block Grant (JABG) Grant
Program Guidelines**

State Fiscal Year 2015 (7/1/2014 – 6/30/2015)

The Office of Justice Programs will require each grantee to abide by the following requirements in addition to those contained in the general grantee Terms and Conditions:

Financial Requirements:

- 1) The grantee shall report at least quarterly on all expenditures pertaining to this grant contract in the OJP online grants management system, E-grants, no later than 30 days after the end of the quarter.
- 2) The grantee shall report quarterly on any program income (including interest) earned and expended during the grant period, if applicable.
- 3) The grantee shall submit a written budget revision request via E-grants before any expenditure may be made based on the revised budget. Submission of a budget revision is necessary if a) a line item will deviate by \$200 or 10%, whichever is higher, from the approved budget, or b) a new line item that was not part of the approved budget will be created.
- 4) The grantee shall submit source documentation on grant expenditures in a timely manner, as requested by OJP staff for a desk review audit.
- 5) The grantee's eligible expenditures under this grant contract must be incurred by the grantee by the expiration date of the grant agreement.
- 6) The grantee shall have until 30 days after the expiration date of the grant agreement to liquidate all unpaid obligations related to the program which were incurred on or before the last day of the grant period and to submit a final report of all funds received and disbursed. If a report is not submitted within this time period, expenses claimed on the report may be disallowed and OJP may request a refund of those funds from the grantee if the funding was advanced to the grantee.
- 7) The grantee shall retain all financial records for a minimum of six (6) years after the date of submission of the final financial status report, or until completion of an audit which has commenced before the expiration of this six-year period, or until any audit findings and/or recommendations from prior audit(s) have been resolved between the grantee and OJP, whichever is later.
- 8) The grantee shall comply with all provisions of the Minnesota *OJP Grant Manual*.
https://dps.mn.gov/divisions/ojp/grants/Documents/Grant_Manual.pdf

Reporting Requirements:

1) Progress Reporting:

Narrative: The grantee shall report quarterly in E-grants a narrative of the progress achieved towards the accomplishment of the goals and objectives in the project work plan within 20 days after the end of each reporting period. This narrative report should also include updates on relevant local performance measures from the grant application.

Statistical Reporting: The grantee shall also submit a Quarterly Statistical Report of services provided in E-Grants and within 30 days after the end of each quarter.

policy, at any level of government, without the express prior written approval of the federal OJP. Any violation of this prohibition is subject to a minimum \$10,000 fine for each occurrence, as noted in the Anti-Lobbying Act (18 U.S.C. § 1913) as amended.

- 8) Debarment and Suspension: Executive Order 12549 on Debarment and Suspension, and the implementing regulation, requires that the Grantee certify it has not been debarred or otherwise excluded from participating in any other transaction with a federal department or agency.
- 9) Drug-Free Workplace: As required by the Drug-Free Workplace Act of 1988, and implemented at 28 C.F.R. Part 67, Subpart F, for grantees, as defined at 28 C.F.R. Part 67 Sections 67.615 and 67.620, the Grantee will or will continue to provide a drug-free workplace.
- 10) Fraud, Waste and Abuse: The Grantee must promptly refer to the Department of Justice (DOJ), Office of the Inspector General (OIG), any credible evidence that a principal, employee, subcontractor, or other person has either a) submitted a false claim for grant funds under the False Claims Act; or b) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. Additional information is available from the DOJ OIG website at <http://www.justice.gov/oig/>
- 11) Equal Employment Opportunity Plan (EEOP): Grantee will comply (and will require any subgrantees or subcontractors to comply) with any applicable federal nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); the Juvenile Justice and Delinquency Prevention act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964, (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); the Americans with Disabilities Act of 1990 (42 U.S.C. § § 12131-34); the Education Amendments of 1972 (20 U.S.C. § § 1681, 1683, 1685-86); the Age Discrimination Act of 1975 (42 U.S.C. § § 6101-07); 28 C.F.R. part 31 (U.S. Department of Justice Regulations – OJJDP Grant Programs); 28 C.F.R part 42 (U.S. Department of Justice Regulations— Nondiscrimination; Equal Employment Opportunity; Policies and Procedures); Ex. Order 13279 (equal protection of the laws for faith-based and community organizations); and 28 C.F.R. Part 38 (U.S. Department of Justice Regulations— Equal Treatment of Faith-Based Organizations). In the event of a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, or sex against a recipient of funds, the grantee will forward a copy of the finding to the U.S. Department of Justice, Office of Justice Programs, Office for Civil Rights (OCR), and also the Minnesota OJP.

The grantee will follow OCR requirements to submit a full copy of its EEOP to the OCR, certification of Exemption from the EEOP Submission Requirement, or certification of Complete Exemption, based on number of employees and size of award. Information about civil rights obligations of grantees can be found at www.ojp.usdoj.gov/about/ocr/eeop.htm. The grantee will then verify their EEOP status to the Minnesota OJP via an EEOP verification form in Egrants.

C) 28 C.F.R. Part 38, regarding Equal Treatment of Faith Based Organizations, which restricts federal funding for any inherently religious activities, such as worship, religious instruction, or proselytization. However, grantees are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. For more information, see www.ojp.gov/about/ocr/equal_fbo.htm.

D) 28 C.F.R. Part 46 and all federal OJP policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

E) The grantee will notify OJP if any grant activities should be reviewed for compliance with the National Environmental Policy Act (NEPA), the National Historic Preservation Act, and other related federal environmental impact analysis requirements. Compliance with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by BJA.

F) The Grantee will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.

G) The grantee understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any subcontract to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of OJP.

H) Pursuant to the Executive Order 135/3, "Federal Leadership on Reducing Text Messaging While Driving," grantees are encouraged to adopt and enforce policies banning employees from text messaging while driving any vehicle while performing grant funded activities.

Acknowledgement Statement:

By submitting this application, I/we [name of Applicant Organization's Authorized Representative], as an authorized representative for [Applicant Organization's Name], acknowledge that I have read the OJJDP Program Guidelines in their entirety, as stated within the application materials, and acknowledge that they will be incorporated into the grant agreement with OJP. If OJJDP funds are awarded under this application, I will submit the required documents and certifications on behalf of the Applicant Organization, as authorized.

The Grantee (which refers to the applicant's status after it has been awarded grant funds) shall comply with all applicable federal, state and local laws, ordinances, rules and regulations and provisions stated herein in the performance of the grant award.

1. Survival of Terms

The following clauses survive the expiration or cancellation of the award:

9. Liability; 10. Audits; 11. Government Data Practices; and 12. Publicity and Endorsement.

2. Financial and Administrative Provisions

The Grantee will comply with all program guidelines specified in the Grant Program Guidelines (Guidelines) and application which are incorporated herein by reference.

Budget Revisions: The Grantee will submit a written change request for any substitution of budget items or any deviation in accordance with the Guidelines included in this application. Grantees whose requests have been approved will be notified in writing by the State's Authorized Representative to the Grantee's Authorized Representative. Requests must be approved prior to any expenditure by the Grantee.

3. Payment Terms

Payment: The State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services in accordance with the Guidelines included in this application. Expenditures for each state fiscal year (July through June) of the grant agreement must be for services satisfactorily performed within applicable state fiscal years.

Under Minn. Stat. § 16B.98, subd. 1, the Grantee agrees to minimize administrative costs.

4. Time

The Grantee must comply with all the time requirements described in the application and grant agreement. In the performance of the award, time is of the essence.

5. Consideration and Payment

The State will pay for all services performed by the Grantee under the grant agreement as a reimbursement according to the breakdown of costs contained in the Guidelines and Grantee's application that will be incorporated into the grant agreement.

Under Minn. Stat. § 16B.98, subd. 7, payments to the Grantee may not be issued until the grant agreement is fully executed.

6. Conditions of Payment

All services provided by the Grantee under the grant agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative so named in the grant agreement and in accordance with all applicable federal, state, and local laws, ordinances, rules and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state or local law.

7. Authorized Representative

The State's Authorized Representative or his/her successor, is so named in the grant agreement and has the responsibility to monitor the Grantee's performance and has the authority to accept the services provided under the grant agreement opportunity. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is so named in the grant agreement. If the Grantee's Authorized Representative changes at any time during the grant agreement, the Grantee must immediately notify the State.

8. Assignment, Amendments, Waiver, and Grant Agreement Complete

The Grantee may neither assign nor transfer any rights or obligations under the grant agreement without the prior consent of the State and a fully executed Amendment, executed and approved by the same parties who executed and approved the grant agreement, or their successors in office.

Any amendment to the grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant agreement, or their successors in office.

If the State fails to enforce any provision of the grant agreement, that failure does not waive the provision or its right to enforce it.

The grant agreement contains all negotiations and agreements between the State and the Grantee. No other understanding regarding the grant agreement, whether written or oral, may be used to bind either party.

9. Liability

The Grantee and State agree that each party will be responsible for its own acts and the results thereof to the extent authorized by law and will not be responsible for the acts of others and the results thereof. The Grantee's and State's liability will be governed by the provisions of the Minnesota Tort Claims Act, Minn. Stat. § 3.736, and other applicable law.

10. Audits

Under Minn. Stat. § 16B.98, subd. 8, the books, records, documents, and accounting procedures and practices of the Grantee or other party that are relevant to the grant agreement or transaction are subject to examination by the State and/or the Legislative Auditor, as appropriate, for a minimum of six years from the grant agreement end date, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later. Federal audits shall be governed by requirements of federal regulations.

11. Government Data Practices

The Grantee and the State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, as it applies to all data provided by the State under the grant agreement, and as it applies to all data created, collected, received, stored, used, maintained or disseminated by the Grantee under the grant agreement. The Judicial Branch and its employees are bound by the Rules of Public Access to Records of the Judicial Branch. Both parties agree that neither shall be liable for any violation of any provision of the Minnesota Government Data Practices Act or the Rules of Public Access to Records of the Judicial Branch indirectly or directly arising out of, resulting from, or in any manner attributable to the actions of the other party.

If the Grantee receives a request to release the data referred to in this clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released.

12. Publicity and Endorsement

Any publicity regarding the subject matter of the grant agreement must be in accordance with the Guidelines included in this application. The Grantee must not claim that the State endorses its products or services.

13. Termination

Termination by the State. The State may cancel the grant agreement at any time, with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

Termination for Insufficient Funding. The State may immediately terminate the grant agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services under the grant agreement. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the grant agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State receiving that notice.

Termination for Failure to Comply. The State may cancel the grant agreement immediately if the State finds that there has been a failure to comply with the provisions of the grant award, that reasonable progress has not been made or that the purpose for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14. Other Provisions be it understood:

By filing of this application, the applicant has therefore obtained the necessary legal authority to apply for and receive the proposed grant;

- a. The filing of this application has been authorized by applicant's governing body, and the official who has applied his/her electronic signature to this application has been duly authorized to file this application for and on behalf of said applicant, and otherwise to act as the representative of the applicant in connection with this application;
- b. The activities and services for which assistance is sought under this grant will be administered by or under the supervision and control of applicant;
- c. Fiscal control and accounting procedures will be used to ensure proper disbursement of all funds awarded;

Agreement to Acknowledge the Terms and Conditions are Incorporated Into the Grant Agreement:

By submitting this application, I/we [name of Applicant Organization Representative] as an authorized Representative for [Applicant Organization's Name] the Applicant, acknowledge that I have read the Terms and Conditions in their entirety as stated within the Application materials and acknowledge that the Terms and Conditions will be incorporated into the Grant Agreement if funds are awarded to the Applicant under this Application. As authorized, if the Applicant is awarded funds under this Application, I will submit the required documents and certification on behalf of the Applicant Organization.

Juvenile Accountability Block Grant 2015

Organization: St Paul Police Department

A-JABG-2015-SPPD-00005

JABG Project Information Form

1. FISCAL AGENT (This is the agency named in the grant contract that will be responsible for the administration of the grant.)

Legal Name: St. Paul Police Department
Address: 367 Grove Street
City: St.Paul
Federal ID #: 416005521

Phone: 651-266-5516
Fax: 651-266-5509
Zip Code: 55101
State ID #: 8025095

2. AUTHORIZED REPRESENTATIVE (This is the person whose name should appear in the grant contract and who will be responsible for ensuring that the terms and conditions of the contract are met. This person does not have the signature authority, but must be an employee of the fiscal agent cited in #1.)

Name & Title: Commander Tina McNamara
Address: 367 Grove Street
City: St.Paul
Email: Tina,mcnamara@ci.stpaul.mn.us

Phone: 651-266-5516
Fax: 651-266-5509
Zip Code: 55101

3. OPERATING AGENCY (IF DIFFERENT FROM #1) (In most cases, this is the primary service provider.)

Legal Name:
Address: 367 Grove Street
City: St.Paul

Phone:
Fax: 651-266-5509
Zip Code: 55101

4. PROGRAM MAIN CONTACT (This is the person that OJP can contact for any programmatic questions.)

Name & Title: Grants Manager Amy Brown
Address: 367 Grove Street
City: St.Paul
Email: Amy.Brown@ci.stpaul.mn.us

Phone: 651-266-5507
Fax: 651-266-5542
Zip Code: 55101

5. FINANCIAL CONTACT (This is the person that OJP can contact for any financial questions.)

Name & Title: Grants Manager Amy Brown
Address: 367 Grove Street
City: St.Paul
Email: Amy.Brown@ci.stpaul.mn.us

Phone: 651-266-5507
Fax: 651-266-5542
Zip Code: 55101

6. CONTRACT MAILING CONTACT: (Which individual above should receive the contract packet in the mail and be responsible for obtaining the correct signatures on the contract and completing the necessary forms?)

Name: Commander Tina McNamara

7. PROJECT INFORMATION

Project Name: Juvenile Delinquency Prevention Project

Project Start Date: 7/1/2014

Project End Date: 6/30/2015

Total Funds Requested: \$10,292

Legislative District: 4

County/Counties Served by the Project: Ramsey County

Project Abstract:

St.Paul Police Officers will work to reduce Juvenile Delinquency. Officers will engage youth through our Police Athletic League by mentoring at risk youth through social and educational activities as well as mentoring and coaching through after school and evening programs. P.A.L. will also conduct after school enrichment programs which will

Juvenile Accountability Block Grant 2015

Organization: St Paul Police Department

A-JABG-2015-SPPD-00005

JABG Project Information Form

allow officers to work with youth to help build positive life skills and positive social skills. Curfew enforcement will help get at risk youth off the streets and to the safety of their homes reducing the likelihood of being a victim of a crime or engaging in criminal activity. Lastly, the Enhanced Probation Initiative will allow officers in partnership with probation to check on youth and verify they are in compliance with court mandates.

OFFICE OF JUSTICE PROGRAMS
MINNESOTA DEPARTMENT OF PUBLIC SAFETY (DPS)

Juvenile Accountability Block Grant (JABG)
Application for Grant Period 7/1/2014– 6/30/2015

Application includes:

(1) Introduction: Purpose, match requirement, and other instructions.

(2) JABG Application Attachment (upload into E-grants):

Form A – Local JABG Advisory Board

Form B – Local Coordinated Enforcement Plan for Reducing Juvenile Crime

Form C - Controlled Substance Testing

Form D – Work Plan

(3) Complete in E-Grants:

- Acknowledge Terms and Conditions and JABG Program Guidelines
- Enter Service Areas and Purpose Areas
- **NEW** – Project information form is now entered in E-Grants rather than the uploaded form.
- Budget for 7/1/2014 – 6/30/2015

(4) Attachment: 17 JABG Purpose Areas

(5) Post-Award Instructions

The following forms should be completed in E-grants within 30 days of execution of your grant agreement:

- Civil Rights Acknowledgement
- EEOP Acknowledgement
- Federal Funding Accountability and Transparency (FFATA) Information

Application Deadline: Friday May 9th, 2013 at 4:00 p.m.

Minnesota Juvenile Accountability Block Grant (JABG) 2013-2014 Grant Application

Purpose

The premise of the JABG Program is that both offender-focused and system-focused activities promote accountability. For the juvenile offender, accountability means an assurance of facing individualized consequences through which he or she is made aware of and held responsible for the loss, damage, or injury perpetrated on a victim. Strengthening the juvenile justice system requires an increased capacity to: develop youth competence, to efficiently track juveniles through the system, and provide enhanced options such as restitution, community service, victim-offender mediation, and other restorative justice sanctions that reinforce the mutual obligations of an accountability-based juvenile justice system.

(17 Purpose Areas – See Attachment 1)

Match Requirement. Matching local funds of **10 percent** of the total project costs are required. Match is restricted to the same uses of funds as allowed for federal funds. Matching funds must be provided and obligated by the end of the project period as identified in each grant.

Quarterly Progress Reports

Grantees will be required, post award, to provide data requested in quarterly progress reports pertinent to the JABG purpose area of your local program. You will be given the list of performance measurements mandated by the federal Office of Juvenile Justice and Delinquency Prevention in your contract packet based on the purpose areas you include in your application. On average, there are four performance measurements required for each purpose area.

Federal Funding Accountability and Transparency Act of 2006 (FFATA) - NEW

Grantees receiving \$25,000 or more must complete the FFATA form in E-grants within 30 days of the execution of their grant agreement. Grantees will be asked some general questions about the project and these specific questions:

In your organization's preceding completed fiscal year, did the organization receive:

- (1) 80 percent or more of its annual gross revenues in US federal contracts, subcontracts, loans, grants, subgrant, and/or cooperative agreements ; and (2) \$25,000,000 or more in annual gross revenues from US federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?
- Does the public have access to information about the compensation of the executives in your organization through periodic reports filed under section 13(a) or 15 (d) of the Securities Exchange Act of 1934?"

**Minnesota Juvenile Accountability Block Grant (JABG)
2013-2014 Grant Application**

JABG Advisory Board. Pursuant to 42 U.S.C. 3796ee-4(b), units of local government must establish and convene an advisory board to recommend a coordinated enforcement plan for how they will use the JABG funds.

Please include the person's name, title, address, organization represented, phone and e-mail:

The board shall include representation from, if appropriate:

1. Police Department: Tom Smith, Chief
Amy Brown, Research and Development Manager
Phone: 651-266-5707
Saint Paul Police Department Fax: 651-266-5542
367 Grove Street Email: Amy.brown@ci.stpaul.mn.us
Saint Paul, MN 55101

2. Sheriff's Department: Sheriff Matt Bostrom

3. Prosecutor: Kate Richtman, County Attorney Phone: 651-266-5154
345 Wabasha St.
Saint Paul, MN 55102

4. Juvenile Court: Judge Bastian
25 W 7th
Saint Paul, MN 55102

5. Probation: Michael Belton, Ramsey County Probation
345 Wabasha St
Saint Paul, MN 55102

6. Education agency: Saint Paul Public Schools
Lauri Olson
360 Colborne Street
Saint Paul, MN 55102

7. Social service agency: Opportunity Neighborhood
Lisa Crocker
Ames Lake Resident Services Manager
651-259-4370

8. A nonprofit, nongovernmental victim advocacy organization:

9. A nonprofit, faith-based, or community group:

**Minnesota Juvenile Accountability Block Grant (JABG)
2013-2014 Grant Application**

Local Coordinated Enforcement Plan for Reducing Juvenile Crime

Units of local government that are eligible to receive JABG funds must establish a Coordinated Enforcement Plan to reducing juvenile crime, developed by the local JABG Advisory Board.

This plan developed by the local JABG Advisory Board is based on an analysis of local juvenile justice system needs. The analysis determines the most effective uses of funds, within the seventeen JABG Program Purpose Areas. This analysis is needed in order to achieve the greatest impact on reducing juvenile delinquency, to improve the juvenile justice system, and to increase accountability for juvenile offenders.

Local Plan for: St.Paul Police Department
(City/County/Partnership)

**Minnesota Juvenile Accountability Block Grant (JABG)
2013-2014 Grant Application**

Controlled Substance Testing

Federal law requires that a unit of local government, to be eligible to receive a JABG award or subgrant, must have implemented or agreed to implement a policy for testing appropriate categories of juveniles within the juvenile justice system for use of controlled substances.

Categories of juveniles within the juvenile justice system which are "appropriate" for testing shall be determined by the Chief Executive Officer of the State certifying compliance or by the applicant unit of local government. It is expected that appropriate categories will vary among jurisdictions depending on their needs and resources. States and units of local government are encouraged to include drug treatment in their overall plan to reduce juvenile drug use.

Please state your jurisdiction's established policy or plan to establish a policy, for controlled substance testing for juveniles. Please speak specifically to the criteria used to determine whether a juvenile is tested in your jurisdiction. Use additional sheets if necessary.

All Juveniles on enhanced probation are tested at the local Juvenile Correction Facility. They are tested through terms and conditions of their probation.

WORK PLAN – Form D Page 1 of 3

Program Purpose Area #	GOAL: WHAT DO YOU INTEND TO ACHIEVE? (The immediate or direct effects your program intends to achieve.)		
11	Police Athletic League: Build trust between at-risk youth in the community and police officers, by utilizing officers as coaches/mentors in the community through agency sponsored police activities events. Crime will be reduced by through the mentor/mentee relationship thus youth will engage in productive activities.		
What activities are you funding to fulfill this goal?	Frequency of activity	Time Frame	Person or Position Responsible
JABG funds will be spent paying 75 hours of overtime to participate in both athletic and non-athletic events develop social skills, teamwork, and increase self-esteem. Officers will mentor the youth as positive role models.	Depending on the time of year/season events may be weekly or on a monthly basis	During hours scheduled by P.A.L. coordinator and during high crime time frames	Sgt. Jake Bobrowski
Person (name, title, organization, & phone #) responsible for completing this form:	Commander Tina McNamara Saint Paul Police Department. 651-266-5516		

Program Purpose Area #	GOAL: WHAT DO YOU INTEND TO ACHIEVE? (The immediate or direct effects your program intends to achieve.)		
11	Curfew: Have teams of police officers pro-actively seek out juvenile curfew violators. Juveniles found after curfew will be returned home. Juveniles will be offered assistance based on any needs relayed by the Juvenile or the family. As a result, we hope to see the overall crime rate drop and help prevent youth from becoming suspects or victims of crimes.		
What activities are you funding to fulfill this goal?	Frequency of activity	Time Frame	Person or Position Responsible
JABG funds will be spent paying 100 hours of overtime for pro-active curfew enforcement in order to help return Juveniles to the safety of their homes. This enforcement should reduce the crime rate for Juveniles.	Officers will be assigned throughout the summer months.	July 1, 2014 through expenditure of the funds.	Sgt. Jake Bobrowski
Person (name, title, organization, & phone #) responsible for completing this form:	Commander Tina McNamara Saint Paul Police Department. 651-266-5516		

Program Purpose Area #	GOAL: WHAT DO YOU INTEND TO ACHIEVE? (The immediate or direct effects your program intends to achieve.)		
15	Enhanced Probation: Teams of police Officers and probation officers will make pro-active home visits to youth assigned to intensive probationary supervision by the court. These visits will underscore to the youth that they will be held accountable to society and the courts for their behavior. The intense supervision will help Juveniles stay in compliance with their probation.		
What activities are you funding to fulfill this goal?	Frequency of activity	Time Frame	Person or Position Responsible
JABG funds will be spent paying 47 hours of overtime to officers for pro-active home visits to the youth assigned to intensive probationary supervision by the court. These visits will underscore to the youth that they will be held accountable to society and the courts for their behavior.	Details will take place on a random basis throughout the cycle.	July 1 st , 2014 through expenditure of funds.	Sgt. Jake Bobrowski
Person (name, title, organization, & phone #) responsible for completing this form:	Commander Tina McNamara Saint Paul Police Department. 651-266-5516		

Attachment: JABG Program Purpose Area Descriptions

1. Graduated sanctions: Developing, implementing, and administering graduated sanctions for juvenile offenders.
2. Corrections/detention facilities construction: Building, expanding, renovating, or operating temporary or permanent juvenile corrections or detention facilities, including training of personnel.
3. Court staffing and pretrial services: Hiring juvenile court judges, probation officers, and court appointed defenders and special advocates, and funding pretrial services (including mental health screening and assessment) for juvenile offenders, to promote the effective and expeditious administration of the juvenile justice system.
4. Prosecutors (staffing): Hiring additional prosecutors so that more cases involving violent juvenile offenders can be prosecuted and backlogs reduced.
5. Prosecutors (funding): Providing funding to enable prosecutors to address drug, gang, and youth violence problems more effectively and for technology, equipment, and training to assist prosecutors in identifying and expediting the prosecution of violent juvenile offenders.
6. Training for law enforcement and court personnel: Establishing and maintaining training programs for law enforcement and other court personnel with respect to preventing and controlling juvenile crime.
7. Juvenile gun courts: Establishing juvenile gun courts for the prosecution and adjudication of juvenile firearms offenders.
8. Juvenile drug courts: Establishing drug court programs to provide continuing judicial supervision over juvenile offenders with substance abuse problems and to integrate administration of other sanctions and services for such offenders.
9. Juvenile records system: Establishing and maintaining a system of juvenile records designed to promote public safety.
10. Information sharing: Establishing and maintaining interagency information-sharing programs that enable the juvenile and criminal justice systems, schools, and social services agencies to make more informed decisions regarding the early identification, control, supervision, and treatment of juveniles who repeatedly commit serious delinquent or criminal acts.
11. Accountability: Establishing and maintaining accountability-based programs designed to reduce recidivism among juveniles who are referred by law enforcement personnel or agencies.
12. Risk and needs assessment: Establishing and maintaining programs to conduct risk and needs assessments of juvenile offenders that effective early intervention and the provision of comprehensive services, including mental health screening and treatment and substance abuse testing and treatment, to such offenders.

13. School safety: Establishing and maintaining accountability-based programs that are designed to enhance school safety.
14. Restorative justice: Establishing and maintaining restorative justice programs.
15. Juvenile courts and probation: Establishing and maintaining programs to enable juvenile courts and juvenile probation officers to be more effective and efficient in holding juvenile offenders accountable and reducing recidivism.
16. Detention/corrections personnel: Hiring detention and corrections personnel and establishing and maintaining training programs for such personnel, to improve facility practices and programming.
17. Re-Entry: Establishing, improving, and coordinating pre-release and post-release systems and programs to facilitate the successful re-entry of juvenile offenders from state or local custody in the community.

Budget: Police Officer Overtime-Curfew

Select the appropriate Program Component for this budget item:

11. Accountability-Based Programs: Curfew

Select the appropriate Budget Category for this budget item:
Personnel

Provide a short description for this budget item (should be unique to this budget):

Police Officer Overtime-Curfew

Provide a more detailed description for this budget item:

Police Officer overtime, estimated 100 hours, for pro-active curfew enforcement

Enter the dollar amounts associated with the budget item:

Award

\$4,631.40

Match

\$514.80

Organization: St Paul Police Department

Juvenile Accountability Block Grant 2015

A-JABG-2015-SPPD-00005

Budget: Police Officer Overtime-Enhanced Probation

Select the appropriate Program Component for this budget item:

15. Juvenile Courts and Probation: Enhanced Probation

Select the appropriate Budget Category for this budget item:
Personnel

Provide a short description for this budget item (should be unique to this budget):

Police Officer Overtime-Enhanced Probation

Provide a more detailed description for this budget item:

Police officer overtime, estimated 47 hours, for pro-active home visits to intensive probationary court ordered youth supervision

Enter the dollar amounts associated with the budget item:

Award	Match
\$2,181.90	\$242.53

Budget: Police Officer Overtime-PAL

Select the appropriate Program Component for this budget item:

11. Accountability-Based Programs: P.A.L.

Select the appropriate Budget Category for this budget item:
Personnel

Provide a short description for this budget item (should be unique to this budget):

Police Officer Overtime-PAL

Provide a more detailed description for this budget item:

Police officer overtime, estimated 75 hours, to participate in both athletic and non-athletic youth mentoring events

Enter the dollar amounts associated with the budget item:

Award
\$3,478.70

Match
\$386.67

Budget Summary

11. Accountability-Based Programs: P.A.L.				
Budget Category	Award		Match	
Personnel				
Police Officer Overtime-PAL	\$3,478.70		\$386.67	
Total	\$3,478.70		\$386.67	
Total	\$3,478.70		\$386.67	
11. Accountability-Based Programs: Curfew				
Budget Category	Award		Match	
Personnel				
Police Officer Overtime-Curfew	\$4,631.40		\$514.80	
Total	\$4,631.40		\$514.80	
Total	\$4,631.40		\$514.80	
15. Juvenile Courts and Probation: Enhanced Probation				
Budget Category	Award		Match	
Personnel				
Police Officer Overtime-Enhanced Probation	\$2,181.90		\$242.53	
Total	\$2,181.90		\$242.53	
Total	\$2,181.90		\$242.53	
Total	\$10,292.00		\$1,144.00	
Allocation	\$10,292.00		\$1,144.00	
Balance	\$0.00		\$0.00	

Financial Status Report Summary

11. Accountability-Based Programs	Total Award	Award Expended	Award Remaining	Total Match	Match Expended	Match Remaining			
Police Officer Overtime-Curfew		\$4,631.40	\$0.00	\$4,631.40	\$514.80	\$0.00	\$514.80		
Police Officer Overtime-PAL	\$3,478.70	\$0.00	\$3,478.70	\$386.67	\$0.00	\$386.67			
Personnel Totals	\$8,110.10	\$0.00	\$8,110.10	\$901.47	\$0.00	\$901.47			
TOTALS	\$8,110.10	\$0.00	\$8,110.10	\$901.47	\$0.00	\$901.47			
15. Juvenile Courts and Probation									
Personnel	Total Award	Award Expended	Award Remaining	Total Match	Match Expended	Match Remaining			
Police Officer Overtime-Enhanced Probation	\$2,181.90	\$0.00	\$2,181.90	\$242.53	\$0.00	\$242.53			
Personnel Totals	\$2,181.90	\$0.00	\$2,181.90	\$242.53	\$0.00	\$242.53			
TOTALS	\$2,181.90	\$0.00	\$2,181.90	\$242.53	\$0.00	\$242.53			
OVERALL TOTALS	\$10,292.00	\$0.00	\$10,292.00	\$1,144.00	\$0.00	\$1,144.00			