



U.S. Department of Justice

Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

September 26, 2018

The Honorable Melvin Carter
City of Saint Paul
310 City Hall
15 W. Kellogg Boulevard
Saint Paul, MN 55102

Dear Mayor Carter:

On behalf of Attorney General Jefferson Sessions III, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 18 Justice and Mental Health Collaboration Program in the amount of \$750,000 for City of Saint Paul.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, NiKisha Love, Program Manager at (202) 616-8241; and
- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in cursive script, reading "Matt Dummermuth", is positioned above the printed name.

Matt Dummermuth
Principal Deputy Assistant Attorney General

Enclosures



OFFICE FOR CIVIL RIGHTS

Office of Justice Programs

U.S. Department of Justice

810 7th Street, NW
Washington, DC 20531

Tel: (202) 307-0690

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E-mail: askOCR@usdoj.gov

Website: www.ojp.usdoj.gov/ocr

OCR Letter to All Recipients

September 26, 2018

The Honorable Melvin Carter
City of Saint Paul
310 City Hall
15 W. Kellogg Boulevard
Saint Paul, MN 55102

Dear Mayor Carter:

Congratulations on your recent award. In establishing financial assistance programs, Congress linked the receipt of federal funding to compliance with federal civil rights laws. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) is responsible for ensuring that recipients of financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) comply with the applicable federal civil rights laws. We at the OCR are available to help you and your organization meet the civil rights requirements that come with DOJ funding.

Ensuring Access to Federally Assisted Programs

Federal laws that apply to recipients of financial assistance from the DOJ prohibit discrimination on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in employment but also in the delivery of services or benefits. A federal law also prohibits recipients from discriminating on the basis of age in the delivery of services or benefits.

In March of 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013. The statute amends the Violence Against Women Act of 1994 (VAWA) by including a nondiscrimination grant condition that prohibits discrimination based on actual or perceived race, color, national origin, religion, sex, disability, sexual orientation, or gender identity. The new nondiscrimination grant condition applies to certain programs funded after October 1, 2013. The OCR and the OVW have developed answers to some frequently asked questions about this provision to assist recipients of VAWA funds to understand their obligations. The Frequently Asked Questions are available at <https://ojp.gov/about/ocr/vawafaqs.htm>.

Enforcing Civil Rights Laws

All recipients of federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to prohibitions against unlawful discrimination. Accordingly, the OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, the OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal opportunity standards.

Providing Services to Limited English Proficiency (LEP) Individuals

In accordance with DOJ guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). See U.S. Department of Justice, Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 67 Fed. Reg. 41,455 (2002). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website <https://www.lep.gov>.

Ensuring Equal Treatment of Faith-Based Organizations and Safeguarding Constitutional Protections Related to Religion

The DOJ regulation, Partnerships with Faith-Based and Other Neighborhood Organizations, 28 C.F.R. pt. 38, updated in April 2016, prohibits all recipient organizations, whether they are law enforcement agencies, governmental agencies, educational institutions, houses of worship, or faith-based organizations, from using financial assistance from the DOJ to fund explicitly religious activities. Explicitly religious activities include worship, religious instruction, or proselytization. While funded organizations may engage in non-funded explicitly religious activities (e.g., prayer), they must hold them separately from the activities funded by the DOJ, and recipients cannot compel beneficiaries to participate in them. The regulation also makes clear that organizations participating in programs funded by the DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion, religious belief, a refusal to hold a religious belief, or a refusal to attend or participate in a religious practice. Funded faith-based organizations must also provide written notice to beneficiaries, advising them that if they should object to the religious character of the funded faith based organization, the funded faith-based organization will take reasonable steps to refer the beneficiary to an alternative service provider. For more information on the regulation, please see the OCR's website at <https://ojp.gov/about/ocr/partnerships.htm>.

SAAs and faith-based organizations should also note that the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, as amended, 34 U.S.C. § 10228(c); the Victims of Crime Act of 1984, as amended, 34 U.S.C. § 20110(e); the Juvenile Justice and Delinquency Prevention Act of 1974, as amended, 34 U.S.C. § 11182(b); and VAWA, as amended, 34 U.S.C. § 12291(b)(13), contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the DOJ has concluded that it may construe the Religious Freedom Restoration Act (RFRA) on a case-by-case basis to permit some faith-based organizations to receive DOJ funds while taking into account religion when hiring staff, even if the statute that authorizes the funding program generally forbids recipients from considering religion in employment decisions. Please consult with the OCR if you have any questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment.

Using Arrest and Conviction Records in Making Employment Decisions

The OCR issued an advisory document for recipients on the proper use of arrest and conviction records in making hiring decisions. See Advisory for Recipients of Financial Assistance from the U.S. Department of Justice on the U.S. Equal Employment Opportunity Commission's Enforcement Guidance: *Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964* (June 2013), available at https://ojp.gov/about/ocr/pdfs/UseofConviction_Advisory.pdf. Recipients should be mindful that the misuse of arrest or conviction records to screen either applicants for employment or employees for retention or promotion may have a disparate impact based on race or national origin, resulting in unlawful employment discrimination. In light of the Advisory, recipients should consult local counsel in reviewing their employment practices. If warranted, recipients should also incorporate an analysis of the use of arrest and conviction records in their Equal Employment Opportunity Plans (EEOs) (see below).

Complying with the Safe Streets Act

An organization that is a recipient of financial assistance subject to the nondiscrimination provisions of the Safe Streets Act, must meet two obligations: (1) complying with the federal regulation pertaining to the development of an EEO (see 28 C.F.R. pt. 42, subpt. E) and (2) submitting to the OCR findings of discrimination (see 28 C.F.R. §§ 42.204(c), .205(c)(5)).

Meeting the EEOP Requirement

An EEOP is a comprehensive document that analyzes a recipient's relevant labor market data, as well as the recipient's employment practices, to identify possible barriers to the participation of women and minorities in all levels of a recipient's workforce. As a recipient of DOJ funding, you may be required to submit an EEOP Certification Report or an EEOP Utilization Report to the OCR. For more information on whether your organization is subject to the EEOP requirements, see <https://ojp.gov/about/ocr/eeop.htm>. Additionally, you may request technical assistance from an EEOP specialist at the OCR by telephone at (202) 616-1771 or by e-mail at EEOPforms@usdoj.gov.

Meeting the Requirement to Submit Findings of Discrimination

If in the three years prior to the date of the grant award, your organization has received an adverse finding of discrimination based on race, color, national origin, religion, or sex, after a due-process hearing, from a state or federal court or from a state or federal administrative agency, your organization must send a copy of the finding to the OCR.

Ensuring the Compliance of Subrecipients

SAAAs must have standard assurances to notify subrecipients of their civil rights obligations, written procedures to address discrimination complaints filed against subrecipients, methods to monitor subrecipients' compliance with civil rights requirements, and a program to train subrecipients on applicable civil rights laws. In addition, SAAAs must submit to the OCR every three years written Methods of Administration (MOA) that summarize the policies and procedures that they have implemented to ensure the civil rights compliance of subrecipients. For more information on the MOA requirement, see <https://ojp.gov/funding/Explore/StateMethodsAdmin-FY2017update.htm>.

If the OCR can assist you in any way in fulfilling your organization's civil rights responsibilities as a recipient of federal financial assistance, please contact us.

Sincerely,



Michael L. Alston
Director


cc: Grant Manager
Financial Analyst



U.S. Department of Justice
Office of Justice Programs
Bureau of Justice Assistance

Grant

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1. RECIPIENT NAME AND ADDRESS (Including Zip Code) City of Saint Paul 310 City Hall 15 W. Kellogg Boulevard Saint Paul, MN 55102		4. AWARD NUMBER: 2018-MO-BX-0012	
		5. PROJECT PERIOD: FROM 01/01/2019 TO 12/31/2021 BUDGET PERIOD: FROM 01/01/2019 TO 12/31/2021	
		6. AWARD DATE 09/26/2018	7. ACTION Initial
2a. GRANTEE IRS/VENDOR NO. 416005521	8. SUPPLEMENT NUMBER 00		
2b. GRANTEE DUNS NO. 848898433	9. PREVIOUS AWARD AMOUNT \$ 0		
3. PROJECT TITLE Mental Health Resource Team Co-responder Implementation	10. AMOUNT OF THIS AWARD \$ 750,000		
	11. TOTAL AWARD \$ 750,000		
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY18(BJA - JMHCP) 34 USC 10651; Pub. L. No. 115-141, 132 Stat 348, 422			
14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) 16.745 - Criminal and Juvenile Justice and Mental Health Collaboration Program			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Matt Dummermuth Principal Deputy Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Melvin Carter Mayor	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL	19A. DATE
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL YEAR FUND CODE BUD. ACT. OFC. DIV. REG. SUB. POMS AMOUNT X B MO 80 00 00 750000		21. TMOUGT0325	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



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Office of Justice Programs
Bureau of Justice Assistance

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PROJECT NUMBER 2018-MO-BX-0012

AWARD DATE 09/26/2018

SPECIAL CONDITIONS

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any certifications or assurances submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the award period -- may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. The Department of Justice ("DOJ"), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2018 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2018 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2018 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.



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SPECIAL CONDITIONS

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

5. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2016, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after-- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2016, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

6. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.



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7. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

8. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

9. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient)-- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or 2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

10. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.



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SPECIAL CONDITIONS

11. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$150,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$150,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$150,000)), and are incorporated by reference here.

12. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

13. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

14. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

15. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.



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16. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

17. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

18. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

19. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

20. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter I, Part 38, under e-CFR "current" data.



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21. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

22. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2018)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2018, are set out at <https://ojp.gov/funding/Explore/FY18AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

23. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct

The recipient and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (2) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.



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24. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.



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25. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

26. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

27. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

28. The recipient agrees to submit to BJA for review and approval any curricula, training materials, proposed publications, reports, or any other written materials that will be published, including web-based materials and web site content, through funds from this grant at least thirty (30) working days prior to the targeted dissemination date. Any written, visual, or audio publications, with the exception of press releases, whether published at the grantee's or government's expense, shall contain the following statements: "This project was supported by Grant No. 2018-MO-BX-0012 awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice." The current edition of the DOJ Grants Financial Guide provides guidance on allowable printing and publication activities.

29. The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.



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30. Any Web site that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages (i.e., pages (exclusive of documents) whose primary purpose is to navigate the user to interior content), and on any pages from which a visitor may access or use a Web-based service, including any pages that provide results or outputs from the service:

"This Web site is funded [insert "in part," if applicable] through a grant from the [insert name of OJP component], Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)."

The full text of the foregoing statement must be clearly visible on the home page. On other pages, the statement may be included through a link, entitled "Notice of Federal Funding and Federal Disclaimer," to the full text of the statement.

31. Justification of consultant rate

Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds.

32. Recipient understands and agrees that it must submit quarterly Federal Financial Reports (SF-425) and semi-annual performance reports through GMS (<https://grants.ojp.usdoj.gov>), and that it must submit quarterly performance metrics reports through BJA's Performance Measurement Tool (PMT) website (<https://bjapmt.ojp.gov/>). For more detailed information on reporting and other requirements, refer to BJA's website. Failure to submit required reports by established deadlines may result in the freezing of grant funds and High Risk designation.

33. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

34. Applicants must certify that Limited English Proficiency persons have meaningful access to the services under this program(s). National origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI and the Safe Streets Act, recipients are required to take reasonable steps to ensure that LEP persons have meaningful access to their programs. Meaningful access may entail providing language assistance services, including oral and written translation when necessary. The U.S. Department of Justice has issued guidance for grantees to help them comply with Title VI requirements. The guidance document can be accessed on the Internet at www.lep.gov.



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35. Cooperating with OJP Monitoring

The recipient agrees to cooperate with OJP monitoring of this award pursuant to OJP's guidelines, protocols, and procedures, and to cooperate with OJP (including the grant manager for this award and the Office of Chief Financial Officer (OCFO)) requests related to such monitoring, including requests related to desk reviews and/or site visits. The recipient agrees to provide to OJP all documentation necessary for OJP to complete its monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by OJP for providing the requested documents. Failure to cooperate with OJP's monitoring activities may result in actions that affect the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to award funds; referral to the DOJ OIG for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

36. Recipient understands and agrees that, to the extent that substance abuse treatment and related services are funded by this award, they will include needed treatment and services to address opioid abuse reduction.

37. The recipient may incur obligations, expend, and draw down funds in an amount not to exceed \$150,000 for the sole purpose of completing the planning and implementation guide. The grantee is not authorized to incur any additional obligations, make any additional expenditures, or drawdown any additional funds until BJA has reviewed and approved the grant recipient's completed Planning and Implementation Guide and has issued a Grant Adjustment Notice (GAN) removing this condition.

38. With respect to this award, federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (An award recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

39. Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIIS") within SAM are posted on the OJP web site at <https://ojp.gov/funding/FAPIIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.



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40. The recipient is authorized to incur obligations, expend, and draw down funds for travel, lodging, and per diem costs only, in an amount not to exceed \$15,000, for the sole purpose of attending a required OJP conference associated with this grant award. The grantee is not authorized to incur any additional obligations, or make any additional expenditures or draw downs until the awarding agency and the Office of the Chief Financial Officer (OCFO) has reviewed and approved the recipient's budget and budget narrative, and a Grant Adjustment Notice (GAN) has been issued to remove this special condition.

41. Withholding of funds: Disclosure of pending applications

The recipient may not obligate, expend, or draw down any award funds until: (1) it has provided to the grant manager for this OJP award either an "applicant disclosure of pending applications" for federal funding or a specific affirmative statement that no such pending applications (whether direct or indirect) exist, in accordance with the detailed instructions in the program solicitation, (2) OJP has completed its review of the information provided and of any supplemental information it may request, (3) the recipient has made any adjustments to the award that OJP may require to prevent or eliminate any inappropriate duplication of funding (e.g., budget modification, project scope adjustment), (4) if appropriate adjustments to a discretionary award cannot be made, the recipient has agreed in writing to any necessary reduction of the award amount in any amount sufficient to prevent duplication (as determined by OJP), and (5) a Grant Adjustment Notice has been issued to remove this condition.



U.S. Department of Justice

Office of Justice Programs

Bureau of Justice Assistance

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Orbin Terry, NEPA Coordinator

Subject: Categorical Exclusion for City of Saint Paul

The primary purpose of Justice and Mental Health Collaboration Program (JMHP) is to increase public safety by facilitating collaboration among the criminal justice, juvenile justice, and mental health and substance abuse treatment systems to increase access to mental health and other treatment services for those individuals with mental illness or co-occurring mental health and substance use disorders. Jurisdictions are eligible to apply for collaborative county approaches to reducing the prevalence of individuals with mental disorders in jail, strategic planning for law enforcement and mental health collaboration, and implementation and expansion funding through JMHP.

None of the following activities will be conducted whether under the Office of Justice Programs federal action or a related third party action:

- (1) New construction.
- (2) Any renovation or remodeling of a property located in an environmentally or historically sensitive area, including property (a) listed on or eligible for listing on the National Register of Historic Places, or (b) located within a 100-year flood plain, a wetland, or habitat for an endangered species.
- (3) A renovation which will change the basic prior use of a facility or significantly change its size.
- (4) Research and technology whose anticipated and future application could be expected to have an effect on the environment.
- (5) Implementation of a program involving the use of chemicals.

Additionally, the proposed action is neither a phase nor a segment of a project which when reviewed in its entirety would not meet the criteria for a categorical exclusion. Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of Title 28 of the Code of Federal Regulations.



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**GRANT MANAGER'S MEMORANDUM, PT. I:
PROJECT SUMMARY**

Grant

PROJECT NUMBER

2018-MO-BX-0012

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This project is supported under FY18(BJA - JMHCP) 34 USC 10651; Pub. L. No. 115-141, 132 Stat 348, 422

1. STAFF CONTACT (Name & telephone number)

NiKisha Love
(202) 616-8241

2. PROJECT DIRECTOR (Name, address & telephone number)

Carol A. Gronfor
Grant Specialist
367 Grove Street
Saint Paul, MN 55101
(651) 266-5544

3a. TITLE OF THE PROGRAM

CATEGORY 3: IMPLEMENTATION AND EXPANSION

**3b. POMS CODE (SEE INSTRUCTIONS
ON REVERSE)**

4. TITLE OF PROJECT

Mental Health Resource Team Co-responder Implementation

5. NAME & ADDRESS OF GRANTEE

City of Saint Paul
310 City Hall 15 W. Kellogg Boulevard
Saint Paul, MN 55102

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 01/01/2019 TO: 12/31/2021

8. BUDGET PERIOD

FROM: 01/01/2019 TO: 12/31/2021

9. AMOUNT OF AWARD

\$ 750,000

10. DATE OF AWARD

09/26/2018

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

14. THIRD YEAR'S BUDGET AMOUNT

15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

The Bureau of Justice Assistance's (BJA) Justice and Mental Health Collaboration Program (JMHCP) supports cross-system collaboration to improve responses and outcomes for individuals with mental illnesses (MI) or co-occurring mental illness and substance abuse (CMISA) who come into contact with the justice system. JMHCP is authorized by the Mentally Ill Offender Treatment and Crime Reduction Act of 2004 (MIOTCRA) (Public Law 108-414), the Mentally Ill Offender Treatment and Crime Reduction Reauthorization and Improvement Act of 2008 (Public Law 110-416), and as amended by the 21st Century Cures Act (Public Law 114-255). JMHCP seeks to increase public safety by facilitating collaboration among the criminal justice, mental health, and substance abuse treatment systems to increase access to mental health and other treatment services for individuals with MI or CMISA. The program promotes officer and public safety through the coordination of system resources for people who are accessing multiple services including hospital emergency departments, jails, and mental health crisis services. JMHCP promotes cross-discipline training for justice and treatment professionals; and facilitates communication, collaboration, and the delivery of support services among justice professionals, and treatment and related service providers. In addition, projects funded through JMHCP must address opioid abuse

PROJECT ABSTRACT

The Saint Paul Police Department (SPPD), in collaboration with Ramsey County, Minnesota requests a Category 3: Grant Implementation and Expansion Grant. There are a growing number of individuals in the City of Saint Paul experiencing severe and persistent mental illness who are disconnected from medical and social services and therefore are becoming increasingly at risk for arrest due to escalating unstable behaviors. SPPD is a current planning grant recipient through the JMHCP, and is actively engaging community partners in a multi-agency response through the Mental Health Response Team (MHRT). With continued grant support from JMHCP, the project could hire dedicated clinical personnel to implement a co-responder model. The expansion would enable the first point of contact with the justice system to effectively connect individuals to appropriate care, ultimately reducing the number of arrests, and improving outcomes for individuals.

Clinical personnel from Ramsey County will work in the field with SPPD patrol officers to respond to 1,500 emergency response calls (500 annually) that have been immediately identified as mental health related incidents. Through screening and assessment, the co-response will direct individuals to needed medical and chemical dependency services and when feasible attempt to find diversionary alternatives to arrest. The co-responder team will also provide service coordination and crisis stabilization services for 300 highest risk individuals (100 annually), connecting individuals to chemical dependency treatment, cognitive therapy, and social supports.

SPPD's request for funding meets multiple JMHCP priority considerations:

- *Use of criminogenic and violence risk assessment:* Specialized case management will be provided to individuals identified as the highest risk for arrest. Multiple tools will be used to screen and assess risk. Risk factors will include inclusion in repeated incidents requiring law enforcement response and/or escalating erratic behaviors that are causing public safety concerns. For individuals identified as highest risk, criminogenic risk assessment will be conducted by law enforcement personnel. Violence and lethality assessments (to self or others) will also be performed as part of comprehensive mental health diagnostic assessments conducted by mental health professionals.
- *Program Evaluation:* Significant resources have been dedicated to information sharing with the multiple partners contributing to the MHRT. SPPD will implement a cross agency data collection and performance based evaluation. The evaluation plan was defined in the JMHCP planning year through support from the University of Wisconsin Population Health Institute (UWPHI), a member of the e-Consortium for University Centers and Researchers for Partnerships with Justice Practitioners.

A. DESCRIPTION OF THE ISSUE

The Saint Paul Police Department (SPPD), in collaboration with Ramsey County, requests a Category 3: Grant to implement and expand a co-responder model in Saint Paul, Minnesota.

There are a growing number of individuals in Saint Paul experiencing severe and persistent mental illness who are disconnected from medical and social services and therefore are becoming increasingly at risk for arrest due to escalating unstable behaviors. SPPD is a current planning grant recipient through the JMHCP, and is actively engaging community partners in a multi-agency response, the Mental Health Response Team (MHRT). Through planning efforts, SPPD has been able to allocate four full time Mental Health Officers (MHO) to the MHRT. With continued grant support from JMHCP, the project could hire dedicated clinical personnel to partner with MHOs. The partnership will form a co-response, enabling the first point of contact with the justice system to connect individuals to appropriate care, ultimately reducing the number of arrests, improving outcomes for individuals, and increasing public safety.

Nature and Scope of the Problem: The MHRT can have a significant impact on reducing the State of Minnesota's (MN) incarceration rates of people with serious and persistent mental illness. A 2016 legislative audit reported that of all individuals in MN receiving public services for mental illness, 18% had an arrest and 10% had a conviction. Further, one-third of all MN inmates may be on medications for a mental illness. Minnesota sheriffs believe that inmates are not receiving adequate access to the psychiatric, counseling, and case management services necessary to treat their illness, causing undue suffering. Limited health service is due in part to the incarceration itself, as MN's Medicaid program generally does not pay for health care costs for incarcerated individuals.ⁱ

Saint Paul is one of two core cities that comprise the seven-county metropolitan area of the Twin Cities. The Twin Cities has 3.5 million residentsⁱⁱ, representing 64% of MN's entire population. Saint Paul is the state capital, and is home to state agencies, the county detox center, the regional emergency medical center, and county courts and jails. As such, a disproportionate and growing number of individuals experiencing serious and persistent mental illness are living within the city. Ramsey County Human Services currently has 3,000 clients diagnosed with serious and persistent mental illness on their caseloads, the vast majority living in Saint Paul. Additionally, a significant number of individuals suffer from undiagnosed mental illness, and are disengaged from the system and utilizing city homeless shelters. SPPD experienced nearly 9,000 mental health calls for service in each of the last three years, representing 13% of all 2016 calls for service and a 100% increase over the last 10 years. ⁱⁱⁱ

Successful efforts: During the planning year, significant city resources have been allocated to the MHRT, enabling SPPD to pilot elements of a long term comprehensive plan. By the completion of the planning year for JMHCP, 100% of patrol officers will complete Crisis Intervention team (CIT) training ensuring every officer can effectively respond to mental health calls. Fifteen patrol officers will receive advanced training to be first point of contact in co-response calls. Further, SPPD has dedicated Mental Health Officers to conduct specialized case management for individuals identified as highest risk.

Early success from these efforts can be noted. Individuals are identified for specialized caseloads through written referrals from trained patrol. From January to April of 2018, 703 incidents were successfully flagged as requiring a mental health intervention. From these incidents, 31 of 35 calls (88%) involving criminal activity received a diversion response.

Need for Assistance/Proposal to Address the Problem: SPPD is excited by the initial success, yet gaps in service remain. Of the 703 calls tracked during the pilot, 74% of individuals received a medical transport. While preferable to arrest, SPPD believes many individuals could have stayed in their home if immediate mental health services were available. Further, in just four months, hundreds of these individuals were involved in repeat incidents, increasing likelihood of arrest. Based on pilot data, SPPD anticipates 2,000 individuals annually will need follow up support, and has identified co-response as the best approach. Grant funds would support:

- SPPD's partner, Ramsey County, will hire two full time clinicians to provide clinical support on patrol calls and work with MHOs in the field to conduct crisis intervention and stabilization services management for highest risk individuals.
- A data analyst will be hired to support the ongoing collection and dissemination of data required for effective evaluation and information sharing across systems.

B. PROJECT DESIGN AND IMPLEMENTATION

SPPD requests support to expand and implement a co-response, acting as a component of the larger MHRT efforts. Through a multi-agency partnership response, SPPD is working to ensure that the MHRT has systems in place to address all ten essentials elements defined by BJA, Improving Responses to People with Mental Illness. SPPD's proposal aligns to the SAMSHA Sequential Intercept Model, Stage 1, defined as diverting people with mental health, or co-occurring disorders from the criminal justice system. The goals of the MHRT include:

1. Reduce the number of arrests for individuals experiencing behavioral health issues.
2. Improve behavioral health outcomes for individuals experiencing behavioral health issues who are in frequent contact with SPPD.
3. Increase Care Coordination and collaboration among system of care providers.

Priority Consideration: SPPD's proposal meets multiple JMHCP priority considerations:

Use of criminogenic and violence risk assessment: Specialized case management will be provided to individuals identified as the highest risk for arrest, with various tools used to assess risk. Individuals included in multiple incidents requiring law enforcement response referred to the Mental Health Unit. For individuals who have been flagged as high utilizers, officers will conduct field visits to perform criminogenic risk assessments to identify indicators or threats of violence to self or others. Those individuals with escalating erratic behaviors that are causing public disturbances will then be referred to stabilization services and will receive diagnostic assessments performed by a mental health professional that include lethality and safety assessments. Assessments will be used to strengthen civil commitments when individuals refuse mental health services, but cannot remain in the community without care due to safety risks.

Program Evaluation: Grant resources have been dedicated to a full-time position to manage information sharing and evaluation. SPPD will implement a cross agency data collection and performance based evaluation. The evaluation plan was defined in the planning year through support from the University of Wisconsin Population Health Institute (UWPHI), a member of the e-Consortium for University Centers and Researchers for Partnerships with Justice Practitioners.

Services for Female Offenders: Close to 50% of individuals identified in mental health call response in pilot efforts were women. SPPD anticipates these ratios to continue.

Opioid Abuse Reduction: SPPD recognizes that mental health crisis and chemical addiction are often co-occurring issues. SPPD has prepared our patrol officers to respond to the increase in opioid drug abuse and corresponding increase in calls for service due to drug overdose.

- All SPPD patrol officers carry Narcan, and undergo mandatory training on the use of Narcan and the signs and symptoms of addiction and overdose.

- Incident calls for opioid drug overdoses are treated as a medical emergency to ensure people use emergency services in life threatening situations.
- Officers will document drugs and drug paraphernalia on persons to support court ordered chemical dependency treatment when necessary to gain access to needed care.

SPPD's primary program collaborators, Ramsey County and Regions Hospital, both have trained and certified chemical dependency counselors capable of conducting assessments.

- As a first step, officers can transport individuals to the Ramsey County Detoxification Center where staff help people safely manage symptoms of intoxication or withdrawal.
- Regions Hospital operates a walk-in clinic offering chemical dependency assessment five days a week, and coordinates in-patient and outpatient treatment programs.
- Ramsey County Crisis Mental Health Team coordinates chemical dependency treatment and assessments, generally performed in less than 24 hours.

How JMHCP Objectives Will be Accomplished: A project plan has been attached, aligned to Category 3 objectives. A brief description of proposed project activities follows.

Screening, assessment: Clinicians will provide crisis support in the field for patrol officers by attending 1,500 emergency calls (500 annually). Patrol officers will conduct an immediate safety screening and determine a tiered response. Medical transports will be conducted in partnership with clinicians to detox or regional medical centers when appropriate. If threat of violence is not present, clinicians will perform an onsite mental health screening, including safety and lethality assessments. Mental health clinicians then determine course of action, with aim to leave individuals in the community through safety planning and resource and referral.

Specialized caseloads: MHOs will provide specialized law enforcement case management for individuals experiencing mental illness who have been identified as priority cases.

Individuals are identified for service based on criminogenic and violence risk assessments (defined above) and through frequent involvement in 911 and incident calls. MHOS conduct home and field visits, and coordinate with service providers, probations, courts, and prosecutors.

Service coordination: MHOs will provide referrals to the Ramsey County for stabilization services for highest risk individuals. MHOs and clinicians will conduct home and field visits together when safety is determined to be a concern. Stabilization services will be provided for 300 individuals (100 annually) with the aim to connect individuals with long term care.

- Diagnostic assessments. Clinicians conduct mental health and chemical dependency diagnostic assessment as a basis for planning care utilizing widely recognized tools modified to allow flexibility for care being provided in the field. CAGE-AID, DSM-5 Criteria, ASAM Substance Abuse Criteria, and Columbia Suicide Severity Rating.
- Crisis stabilization:
 - o Medical Care: appointment setting and assistance accessing physical health care.
 - o Resource Navigation: assistance accessing eligible financial and medical benefits
 - o Chemical Dependency: Ramsey County directly provides medically monitored Detoxification services and manages assessment services for publicly funded care.
 - o Mental Health Services: Brief therapeutic interventions are used to stabilize acute psychiatry symptoms. Interventions are trauma informed and focus on motivational interviewing, engagement, cognitive behavioral therapy, and dialectical behavioral therapy.
- Intensive referral and coordination: Focused on transferal of individuals to longer term care when needed, including housing, employment and long term psychiatric treatment.

Information sharing: The project will address information sharing on two levels:

- A research analyst will review incident calls, and arrest data to create reports for MHRT, MHOs and clinicians to manage and prioritize specialized case management.
- Extensive outreach will be conducted within communities of color, which are currently over represented within the justice system in MN. Outreach will include information sessions about the MHRT, and focus groups to allow community feedback and input into program design.

C. CAPABILITIES AND COMPETENCIES

Organization Capacity: The MHRT team is led by SPPD. SPPD is the second largest law enforcement agency in Minnesota with 620 sworn officers and approximately 180 civilian employees. As defined earlier, SPPD has restructured and dedicated significant resources to the MHRT creating a dedicated mental health unit, with a full time sergeant coordinating community partnerships and policy development. Four mental health officers work in the unit managing specialized caseloads for high end utilizers. Further, SPPD operates a Professional Training Institute, which recently certified multiple trainers in the Crisis Intervention Team (CIT) model. 100% of SPPD patrol officers will be trained in CIT.

The MHRT has multiple confirmed partners (letters attached):

- ***Sub-award/Contracted Services Partners:***

Ramsey County: The regional provider of mental health and chemical health services, and operates detention and correctional facilities and the emergency call center (911). The mental health and chemical health services include short and long-term care, the regional detoxification center, crisis services, and community based mental health services.

University of Wisconsin Population Health Institute: UWPHI has extensive experience collaborating with criminal justice agencies and counties to oversee program evaluations of

federally-funded projects at all points on the sequential intercept model that focus on criminal justice and mental health populations, drug courts, and court diversion programs.

- ***Resource and Referral Partners***

People Incorporated: Non-profit social service provider, offering long term supportive housing and mental health services for over 10,000 people annually.

Regions Hospital: Operates the Emergency Mental Health Crisis Unit, operating emergency inpatient services with a triage center, and provides a series of long term chemical dependency and mental health cognitive therapy and case management.

Ramsey County Criminal Justice Coordinating Council (CJCC): Includes membership across courts, jails, police, and human services. The group works to enhance system equity and effectiveness, and will work with MHRT to advance policies and planning.

Key Personnel: Leadership for the project is being provided by the following individuals:

Alyssa Conducy, Ramsey County, Chemical and Adult Mental Health Manager: Will serve as the clinical lead. Alyssa has 20 years of experience in the field including serving as a policy planner, and supervising the ACT team. In her current role she oversees the system of care as required by the MN Comprehensive Adult Mental Health Act and Chemical Health Statutes.

Katrina Mosser, Ramsey County, Integrated Health and Justice: Will support evaluation by aligning tools and protocols to data collection plan. Before her current role, Katrina worked as a senior policy analyst, leading a variety of change initiatives including county wide strategic planning, establishing performance measures for the Safety and Justice Service team.

Mary Nash, SPPD Deputy Chief: DC Nash was appointed as SPPD's mental health lead in 2015. In this role, DC Nash led the strategic planning and resource development for the team. DC Nash has been a police officer for 27 years and a crisis negotiator for 20 years.

Jamie Sipes, SPPD, Mental Health Unit Sergeant: Serve at the MHRT project coordinator. Sergeant Sipes has over 20 years of experience as a law enforcement officer. He is a certified CIT trainer, completed Enhanced CIT training, has been a lead for MHRT planning team, visited BJA best practice sites, and has been a lead trainer for SPPD patrol officers.

Kit R. Van Stelle, and Janae Goodrich, Evaluator (UWPHI). Current evaluators for the JMHCP Category 2 Strategic Planning. The proposed project will continue this partnership to provide technical assistance during the implementation of the co-responder logic model. Both Kit and Janae have extensive experience leading project evaluation for BJA funded projects, with example projects listed in attached resumes.

Proposed Management Structure and Staffing: SPPD serves as the MHRT coordinator.

Individual partner agencies supervise their own staff. Job description for positions paid for or contributing to deliverables on grant are attached. Summaries include:

MHRT Coordination (this position is cash match): A sergeant from SPPD's mental health unit will coordinate the MHRT. This includes facilitating quarterly and monthly partner meetings, overseeing policy and protocol development, defining MOUs, supervising the data analyst and Mental Health Liaison Officers, and coordinate ongoing CIT trainings.

Mental Health Clinicians: 1 FTE clinician to patrol calls (estimating 230 serve days annually, 2-3 calls per day). 1 FTE clinician will be allocated to stabilization services (average 1-4 weeks per client, with intense caseloads limited to 2-3 clients at a time). Transport holds must be written by LICSW or equivalent, and stabilization requires diagnostic assessment, and the County will hire personnel with appropriate mental health licensure.

Mental Health Officers: (contributing to deliverables). Will conduct criminogenic risk assessment, specialized case management, and refer individuals to county stabilization services.

Data Analyst: 1 FTE data analyst hired by SPPD to support the MHRT's work at a cross system level. Will perform data collection, management and coordination based on the UWPHI defined evaluation plan, and provide daily incidents reports for the MHRT high risk list.

D. PLAN FOR COLLECTING THE DATA

Manner for Collecting Data for Performance Measures: The MHRT will utilize an evaluation plan defined by the UWPI during the planning year. The team is currently developing a 'performance based evaluation plan' that will be completed by September of 2018. The plan will include a logic model, a data map, and an evaluation schedule. UWPHI will continue to provide general overall guidance and expertise to the proposed project team to ensure that local staff implements evaluation activities in accordance with best practices, with a data analyst from SPPD dedicated to coordination. As a part of the planning effort, local agency and client data collected by SPPD and Ramsey County have been documented and matched with this solicitation's required performance measures. SPPD staff and the Crisis Team will collect and document the required performance measures in their respective data systems. Project leaders will monitor data quality and will submit performance measure data to BJA as required.

Other Performance Metrics: Data collection is a critical part of program design, and will extend past quarterly performance reporting to BJA to support information sharing across agencies. Daily tracking of incident calls and care coordination will be monitored, with weekly compiling of high utilizer reports distributed to Mental Health Unit and Stabilization Team to prioritize caseloads. The MHRT will also explore ways to track recidivism rates across County courts and detention centers. These data elements will be a critical component of sustainability planning, with summary reports submitted to key agency leadership and local stakeholders to support requests for long term resource allocations to clinical staff for the project.

Saint Paul Police Department: Mental Health Resource Team Co-Responder Implementation
Bureau of Justice Assistance: 2018 Justice and Mental Health Collaboration Program, Category 3

ⁱ Office of the Legislative Auditor Minnesota, Mental Health Services in County Jail, March 2016

ⁱⁱ US Census Bureau. Quick Facts, Minneapolis-St.Paul-Bloomington, MN Metropolitan Statistical Area, 2015.

ⁱⁱⁱ Data provided by the SPPD Research and Evaluation Department

Budget Summary

Budget Summary

Note: Any errors detected on this page should be fixed on the corresponding Budget Detail tab.

Budget Category	Year 1		Year 2 (if needed)		Year 3 (if needed)		Year 4 (if needed)		Year 5 (if needed)		Total(s)
	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	
A. Personnel	\$60,000	\$86,000	\$60,000	\$86,000	\$60,000	\$86,000	\$0	\$0	\$0	\$0	\$438,000
B. Fringe Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
C. Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
D. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
E. Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
F. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
G. Subawards (Subgrants)	\$180,000	\$0	\$180,000	\$0	\$180,000	\$0	\$0	\$0	\$0	\$0	\$540,000
H. Procurement Contracts	\$10,000	\$0	\$10,000	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0	\$30,000
I. Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Direct Costs	\$250,000	\$86,000	\$250,000	\$86,000	\$250,000	\$86,000	\$0	\$0	\$0	\$0	\$1,008,000
J. Indirect Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Costs	\$250,000	\$86,000	\$250,000	\$86,000	\$250,000	\$86,000	\$0	\$0	\$0	\$0	\$1,008,000

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N

No

Budget Detail - Year 1

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N
(DOJ Financial Guide, Section 3.10)

A. Personnel

Name		Position	Computation						
List each name, if known.		List each position, if known.	Show annual salary rate & amount of time devoted to the project for each name/position.						
			Salary	Rate	Time Worked (# of hours, days, months, years)	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
Jamie Sipes		Sergeant/ Mental Health Unit and MHRT Coordinator	\$86,000.00	yearly	1	100%	\$86,000	\$86,000	\$0
		Research Analyst	\$60,000.00	yearly	1	100%	\$60,000		\$60,000
Open			Total(s)				\$146,000	\$86,000	\$60,000

Narrative

Sergeant Jamie Sipes is the Mental Health Unit lead staff and serves as the coordinator of the Mental Health Resource Team. Sergeant Sipes provides supervision to Mental Health Officers and the data analyst. He provides partnership coordination including forming partnerships, facilitating group meetings, establishing MOUs, defining policies, and communicating information.

Sergeant @ \$86,000 annually x 1 FTE = \$86,000 (non-federal contribution)

SPPD will hire a research analyst to support the Mental Health Resource Team. The analyst will track week and daily incident calls and prepare reports of high utilizers for screening to high risk service list. The analyst will also collect and manage cross system data in support of the evaluation plan. These reports will be submitted to project leadership for review and oversight. Research analyst pay scale at the city is between \$51,334 and \$72,300. SPPD anticipates hiring around the mid-range.

Research Analyst @ \$60,000 annually x 1 FTE = \$60,000

B. Fringe Benefits						
Name		Computation				
List each grant-supported position receiving fringe benefits.		Show the basis for computation.				
		Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						
SPPD will cover the costs of personnel fringe and is not requesting federal support for these costs.						

Purpose Area #4

C. Travel										
Purpose of Travel	Location	Type of Expense	Basis	Computation						
Indicate the purpose of each trip or type of trip (training, advisory group meeting)	Indicate the travel destination.	Lodging, Meals, Etc.	Per day, mile, trip, Etc.	Compute the cost of each type of expense X the number of people traveling.						
				Cost	Quantity	# of Staff	# of Trips	Total Cost	Non-Federal Contribution	Federal Request
			N/A					\$0		\$0
				Total(s)						
								\$0	\$0	\$0
Narrative										

D. Equipment						
Item		Computation				
List and describe each item of equipment that will be purchased		Compute the cost (e.g., the number of each item to be purchased X the cost per item)				
		# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

E. Supplies						
Supply Items		Computation				
Provide a list of the types of items to be purchased with grant funds.		Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.				
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request	
			\$0		\$0	
Total(s)			\$0	\$0	\$0	
Narrative						

Purpose Area #4

F. Construction						
Purpose <i>Provide the purpose of the construction</i>	Description of Work <i>Describe the construction project(s)</i>	Computation <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>				
		# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
				Total(s)	\$0	\$0
Narrative						

Purpose Area #4

G. Subawards (Subgrants)									
Description	Purpose	Consultant?							
Provide a description of the activities to be carried out by subrecipients.	Describe the purpose of the subaward (subgrant)	Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.							
Rasmeay County Mental Health Clinician	Co-Responder Model	No	Total Cost	Non-Federal Contribution	Federal Request				
					\$0				
					\$0				
Total(s)			\$180,000	\$0	\$180,000				
Consultant Travel (if necessary)									
Purpose of Travel	Location	Type of Expense	Computation						
Indicate the purpose of each trip or type of trip (training, advisory group meeting)	Indicate the travel destination.	Hotel, airfare, per diem	Compute the cost of each type of expense X the number of people traveling.						
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request	
						\$0		\$0	
Total			\$0			\$0		\$0	
Narrative									

Purpose Area #4

Ramsey County sub-award to fund two full time clinicians dedicated to supporting the Co-Responder model. Mental Health Professional salary schedule is \$60,269-\$89,283, job description attached. Fringe estimated at 40% of base salary. (PERA 7.5%, FICA 6.5%, Medicare 1.45%, Workers Comp and other 4.5%, Health Care 20.05%). The County anticipates hiring at least the mid-range to ensure clinicians have necessary experience to deal with more complex issues. A blended salary and fringe rate for county mental health practitioner is estimated at \$107,826 annually. Ramsey County is requesting \$90,000 per position towards these costs, and will cover any additional costs of salary and fringe not covered by grant.

1 FTE will support patrol calls. Mental Health Practitioner (LICSW or equivalent licensure) dedicated to patrol calls. 1 FTE x \$90,000 annually = \$90,000

1 FTE will support follow up care coordination for individuals identified as highest risk to safety for themselves or others. 1 FTE x \$90,000 annually = \$90,000

H. Procurement Contracts

Description	Purpose	Consultant?						
Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).	Describe the purpose of the contract	Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.						
			Total Cost	Non-Federal Contribution	Federal Request			
University of Wisconsin Population Health Institute	Evaluation Technical Assisatnce	No	\$10,000		\$10,000			
					\$0			
			Total(s)	\$10,000	\$0	\$10,000		
Consultant Travel (if necessary)								
Purpose of Travel	Location	Type of Expense	Computation					
Indicate the purpose of each trip or type of trip (training, advisory group meeting)	Indicate the travel destination.	Hotel, airfare, per diem	Compute the cost of each type of expense X the number of people traveling.					
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
			Total			\$0	\$0	\$0

Narrative								
University of Wisconsin Population Health Institute will provide technical assistance for the implementation of a performance based evaluation plan, created during the planning year. Staff salary and fringe is estimated at 17% of time for personnel. Total request at \$10,000.								
I. Other Costs								
Description <i>List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).</i>		Computation <i>Show the basis for computation</i>						
	Quantity	Basis	Cost	Length of Time	Total Cost	Non-Federal Contribution	Federal Request	
					\$0		\$0	
Total(s)					\$0	\$0	\$0	
Narrative								

J. Indirect Costs						
Description		Computation				
Describe what the approved rate is and how it is applied.		Compute the indirect costs for those portions of the program which allow such costs.				
		Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Budget Detail - Year 2

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N
(DOJ Financial Guide, Section 3.10)

A. Personnel

Name <small>List each name, if known.</small>	Position <small>List each position, if known.</small>	Computation <small>Show annual salary rate & amount of time devoted to the project for each name/position.</small>					Total Cost	Non-Federal Contribution	Federal Request
		Salary	Rate	Time Worked <small>(# of hours, days, months, years)</small>	Percentage of Time				
Jamie Sipes	Sergeant/ Mental Health Unit and MHRT Coordinator	\$86,000.00	yearly	1	100%		\$86,000	\$86,000	\$0
Open	Data Analyst/Systems Manager	\$60,000.00	yearly	1	100%		\$60,000		\$60,000
Total(s)							\$146,000	\$86,000	\$60,000

Narrative

Sergeant Jamie Sipes is the Mental Health Unit lead staff and serves as the coordinator of the Mental Health Resource Team. Sergeant Sipes provides supervision to Mental Health Officers and the data analyst. He provides partnership coordination including forming partnerships, facilitating group meetings, establishing MOUs, defining policies, and communicating information.

Sergeant @ \$86,000 annually x 1 FTE = \$86,000 (non-federal contribution)

SPPD will hire a research analyst to support the Mental Health Resource Team. The analyst will track week and daily incident calls and prepare reports of high utilizers for screening to high risk service list. The analyst will also collect and manage cross system data in support of the evaluation plan. These reports will be submitted to project leadership for review and oversight. Research analyst pay scale at the city is between \$51,334 and \$72,300. SPPD anticipates hiring around the mid-range.

Research Analyst @ \$60,000 annually x 1 FTE = \$60,000

B. Fringe Benefits						
Name		Computation				
List each grant-supported position receiving fringe benefits.		Show the basis for computation.				
	Base	Rate	Total Cost	Non-Federal Contribution	Federal Request	
			\$0		\$0	
Totals(s)			\$0	\$0	\$0	
Narrative						
SPPD will cover the costs of personnel fringe and is not requesting federal support for these costs.						

Purpose Area #4

C. Travel										
Purpose of Travel	Location	Type of Expense	Basis	Computation						
Indicate the purpose of each trip or type of trip (training, advisory group meeting)	Indicate the travel destination.	Lodging, Meals, Etc.	Per day, mile, trip, Etc.	Compute the cost of each type of expense X the number of people traveling.						
				Cost	Quantity	# of Staff	# of Trips	Total Cost	Non-Federal Contribution	Federal Request
			N/A					\$0		\$0
				Total(s)				\$0	\$0	\$0
Narrative										

D. Equipment						
Item		Computation				
List and describe each item of equipment that will be purchased		Compute the cost (e.g., the number of each item to be purchased X the cost per item)				
		# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

E. Supplies						
Supply Items		Computation				
Provide a list of the types of items to be purchased with grant funds.		Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.				
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request	
			\$0		\$0	
Total(s)			\$0	\$0	\$0	
Narrative						

Purpose Area #4

F. Construction						
Purpose <i>Provide the purpose of the construction</i>	Description of Work <i>Describe the construction project(s)</i>	Computation <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>				
		# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
				Total(s)	\$0	\$0
Narrative						

G. Subawards (Subgrants)									
Description	Purpose	Consultant?							
Provide a description of the activities to be carried out by subrecipients.		Describe the purpose of the subaward (subgrant)		Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.					
Ramsey County	Co-Responder Model	No	Total Cost	Non-Federal Contribution	Federal Request				
			\$180,000		\$180,000				
Total(s)			\$180,000	\$0	\$180,000				
Consultant Travel (if necessary)									
Purpose of Travel	Location	Type of Expense	Computation						
Indicate the purpose of each trip or type of trip (training, advisory group meeting)	Indicate the travel destination.	Hotel, airfare, per diem	Compute the cost of each type of expense X the number of people traveling.						
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request	
			\$0			\$0		\$0	
Total			\$0			\$0		\$0	
Narrative									
<p>Ramsey County sub-award to fund two full time clinicians dedicated to supporting the Co-Responder model. Mental Health Professional salary schedule is \$60,269-\$89,283. Fringe estimated at 40% of base salary. The County anticipates hiring at least the mid-range to ensure clinicians have necessary experience to deal with more complex issues. A blended salary and fringe rate for county mental health practitioner is estimated at \$107,826 annually. Ramsey County is requesting \$90,000 per position towards these costs, and will cover any additional costs of salary and fringe not covered by grant.</p> <p>1 FTE will support patrol calls. Mental Health Practitioner (LICSW or equivalent licensure) dedicated to patrol calls. 1 FTE x \$90,000 annually = \$90,000</p> <p>1 FTE will support follow up care coordination for individuals identified as highest risk to safety for themselves or others. 1 FTE x \$90,000 annually = \$90,000</p>									
H. Procurement Contracts									
Description	Purpose	Consultant?							

Purpose Area #4

Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).		Describe the purpose of the contract		Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.							
University of Wisconsin		Technical Assistance for Evaluation		No	<table border="1"> <tr> <td>Total Cost</td> <td>Non-Federal Contribution</td> <td>Federal Request</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> </table>	Total Cost	Non-Federal Contribution	Federal Request			
Total Cost	Non-Federal Contribution	Federal Request									
		<table border="1"> <tr> <td>Total(s)</td> <td>\$10,000</td> <td>\$0</td> <td>\$10,000</td> </tr> </table>		Total(s)	\$10,000	\$0	\$10,000				
Total(s)	\$10,000	\$0	\$10,000								
Consultant Travel (if necessary)											
Purpose of Travel Indicate the purpose of each trip or type of trip (training, advisory group meeting)	Location Indicate the travel destination.	Type of Expense Hotel, airfare, per diem	Computation Compute the cost of each type of expense X the number of people traveling.								
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request			
						\$0		\$0			
			Total			\$0	\$0	\$0			
Narrative											
University of Wisconsin Population Health Institute will provide technical assistance for the implementation of a performance based evaluation plan, created during the planning year. Staff salary and fringe is estimated at 17% of time for personnel. Total request at \$10,000.											
1. Other Costs											
Description			Computation								

Purpose Area #4

List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).		Show the basis for computation						
		Quantity	Basis	Cost	Length of Time	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
Total(s)						\$0	\$0	\$0
Narrative								

J. Indirect Costs		Computation			
Description	Compute the indirect costs for those portions of the program which allow such costs.				
<i>Describe what the approved rate is and how it is applied.</i>	Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request
			\$0		\$0
Total(s)			\$0	\$0	\$0
Narrative					

Budget Detail - Year 3

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N
(DOJ Financial Guide, Section 3.10)

A. Personnel

Name	Position	Computation							
List each name, if known.	List each position, if known.	Show annual salary rate & amount of time devoted to the project for each name/position.							
		Salary	Rate	Time Worked (# of hours, days, months, years)	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request	
Jamie Sipes	Sergeant/ Mental Health Unit and MHRT Coordinator	\$86,000.00	yearly	1	100%	\$86,000	\$86,000	\$0	
	Data Analyst/Systems Manager	\$60,000.00	yearly	1	100%	\$60,000		\$60,000	
Open						Total(s)	\$146,000	\$86,000	\$60,000

Narrative

Sergeant Jamie Sipes is the Mental Health Unit lead staff and serves as the coordinator of the Mental Health Resource Team. Sergeant Sipes provides supervision to Mental Health Officers and the data analyst. He provides partnership coordination including forming partnerships, facilitating group meetings, establishing MOUs, defining policies, and communicating information.

Sergeant @ \$86,000 annually x 1 FTE = \$86,000 (non-federal contribution)

SPPD will hire a research analyst to support the Mental Health Resource Team. The analyst will track week and daily incident calls and prepare reports of high utilizers for screening to high risk service list. The analyst will also collect and manage cross system data in support of the evaluation plan. These reports will be submitted to project leadership for review and oversight. Research analyst pay scale at the city is between \$51,334 and \$72,300. SPPD anticipates hiring around the mid-range.

Research Analyst @ \$60,000 annually x 1 FTE = \$60,000

B. Fringe Benefits

Name		Computation			
List each grant-supported position receiving fringe benefits.		Show the basis for computation.			
	Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
			\$0		\$0
Total(s)			\$0	\$0	\$0
Narrative					

Narrative

SPPD will cover the costs of personnel fringe and is not requesting federal support for these costs.

Purpose Area #4

C. Travel										
Purpose of Travel	Location	Type of Expense	Basis	Computation						
Indicate the purpose of each trip or type of trip (training, advisory group meeting)	Indicate the travel destination.	Lodging, Meals, Etc.	Per day, mile, trip, Etc.	Compute the cost of each type of expense X the number of people traveling.						
				Cost	Quantity	# of Staff	# of Trips	Total Cost	Non-Federal Contribution	Federal Request
				Total(s)						
								\$0	\$0	\$0
Narrative										

D. Equipment						
Item		Computation				
List and describe each item of equipment that will be purchased		Compute the cost (e.g., the number of each item to be purchased X the cost per item)				
		# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

E. Supplies

Supply Items		Computation			
Provide a list of the types of items to be purchased with grant funds.		Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.			
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
			\$0		\$0
Total(s)			\$0	\$0	\$0
Narrative					

F. Construction						
Purpose <i>Provide the purpose of the construction</i>	Description of Work <i>Describe the construction project(s)</i>	Computation <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>				
		# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
				Total(s)	\$0	\$0
Narrative						

G. Subawards (Subgrants)										
Description		Purpose		Consultant?						
Provide a description of the activities to be carried out by subrecipients.		Describe the purpose of the subaward (subgrant)		Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.						
Ramsey County		C-Responder Model		No		Total Cost		Non-Federal Contribution	Federal Request	
						\$180,000			\$180,000	
						Total(s)		\$180,000	\$0	\$180,000
Consultant Travel (if necessary)										
Purpose of Travel	Location	Type of Expense	Computation							
Indicate the purpose of each trip or type of trip (training, advisory group meeting)	Indicate the travel destination.	Hotel, airfare, per diem	Compute the cost of each type of expense X the number of people traveling.							
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request		
						\$0		\$0		
			Total			\$0	\$0	\$0		
Narrative										

Purpose Area #4

Ramsey County sub-award to fund two full time clinicians dedicated to supporting the Co-Responder model. Mental Health Professional salary schedule is \$60,269-\$89,283. Fringe estimated at 40% of base salary. (PERA 7.5%, FICA 6.5%, Medicare 1.45%, Workers Comp and other 4.5%, Health Care 20.05%). The County anticipates hiring at least the mid-range to ensure clinicians have necessary experience to deal with more complex issues. A blended salary and fringe rate for county mental health practitioner is estimated at \$107,826 annually. Ramsey County is requesting \$90,000 per position towards these costs, and will cover any additional costs of salary and fringe not covered by grant.

1 FTE will support patrol calls. Mental Health Practitioner (LICSW or equivalent licensure) dedicated to patrol calls. 1 FTE x \$90,000 annually = \$90,000

1 FTE will support follow up care coordination for individuals identified as highest risk to safety for themselves or others. 1 FTE x \$90,000 annually = \$90,000

H. Procurement Contracts

Description	Purpose	Consultant?						
Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).	Describe the purpose of the contract	Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.						
University of Wisconsin	Technical Assistance for Evaluation		Total Cost	Non-Federal Contribution	Federal Request			
			\$10,000		\$10,000			
Total(s)								
			\$10,000	\$0	\$10,000			
Consultant Travel (if necessary)								
Purpose of Travel	Location	Type of Expense	Computation					
Indicate the purpose of each trip or type of trip (training, advisory group meeting)	Indicate the travel destination.	Hotel, airfare, per diem	Compute the cost of each type of expense X the number of people traveling.					
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request

Purpose Area #4

								\$0		\$0
							Total	\$0	\$0	\$0
Narrative										
University of Wisconsin Population Health Institute will provide technical assistance for the implementation of a performance based evaluation plan, created during the planning year. Staff salary and fringe is estimated at 17% of time for personnel. Total request at \$10,000.										
I. Other Costs										
Description <i>List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).</i>	Computation <i>Show the basis for computation</i>									
	Quantity	Basis	Cost	Length of Time	Total Cost	Non-Federal Contribution	Federal Request			
					\$0		\$0			
					Total(s)	\$0	\$0	\$0		
Narrative										

Purpose Area #4

J. Indirect Costs						
Description		Computation				
Describe what the approved rate is and how it is applied.		Compute the indirect costs for those portions of the program which allow such costs.				
		Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

4. c. Budget Information on Subawards

The Saint Paul Police Department (SPPD) request for funding includes resources to enter sub awards or procurement contracts with two partners who have been named in this proposal. Sufficient detail of each partners role has been defined in this proposal and budget narratives. As such, SPPD is seeking authorization from OJP for these sub awards and procurement contracts through the application review and approval process. A summary of each partner financial share of the award and their role on the project follows:

Ramsey County @ \$540,000 over three years (\$180,000 in each of three years)

Sub-award to provide 2 full time mental health professionals dedicated to the project.

University of Wisconsin Population Health Institute (UWPHI) @ \$30,000 (\$10,000 in each of three years)

Will provide technical assistance and oversight for performance based evaluation plan defined during the planning year.

5. INDIRECT COST RATES

Not applicable. SPPD will not charge administrative costs to this grant.

6. TRIBAL RESOLUTION

Not applicable. The MHRT will not operate in tribal lands.

PROJECT PLAN/TIMELINE

Milestones	Deliverables	Agency/Person Responsible	Timeline/ Completion Date
Goal #1 - Reduce the number of arrests for individuals experiencing behavioral health issues.			
911 Co-response implemented.	<p>Goal 1. Deliverable 1. Screening and Assessment and Information Sharing</p> <p><i>1.1.a. Field Screening- Mental Health Clinical Response</i></p> <ul style="list-style-type: none"> - Diagnostic screening. Ramsey County defined tool that includes suicide assessment, risk factors, lethality/threat of violence to self or others. Tiered response based on results <ul style="list-style-type: none"> o Determined individuals can remain in home/community. o Detox –Transported to detox when individuals are under influence of drugs or alcohol that would prevent effective mental health response/assessment. o Regional Medical Center- Immediate transport holds will be arranged for individuals expressing threat to harm to themselves or others. If violence present, always coordinated with SPPD Patrol. - Safety planning conducted for individuals who remain onsite. <ul style="list-style-type: none"> o Support system identified o Primary mental health care provider contacted if individual is under care. o Individualized, consumer driven care plan developed to enable the person to manage acute psychiatric symptoms in the least restrictive manner possible. <p><i>1.1.b. Field Screening – Public Safety Law Enforcement Response</i></p> <ul style="list-style-type: none"> - Safety screenings Upon immediate arrival to the scene: <ul style="list-style-type: none"> o Determination if crime has been committed, with tiered response based on severity of crime. <ul style="list-style-type: none"> ▪ Arrest ▪ Diversion o No crime, a field assessment is conducted to make immediate determination of imminent danger with response tiered response. <ul style="list-style-type: none"> ▪ Immediate danger to self or others, a transport hold required ▪ If no immediate danger, individuals is referred to Ramsey County Crisis Team and provided resource and referral - Referrals to stabilization services for follow up screening and tracking. 	Ramsey County Crisis Response	<p>Clinician hired within first three months of award.</p> <p>Mental Health Liaison Officers named within first three months of award</p> <p>Ongoing co-response to calls commence immediately.</p> <p>- 500 calls annually,</p> <p>- 1,500 calls over 3 years</p>

Goal #2 –Improve behavioral health outcomes for individuals experiencing behavioral health issues who are in frequent contact with SPPD.			
High End User Co Response Implemented	Goal 2. Deliverable 1. Specialized caseloads		
	<ul style="list-style-type: none">- 2.1.a. <i>Identify High Utilizers</i> (frequent involvement in 911 and incident calls).<ul style="list-style-type: none">o Daily tracking and monitoring of 911 incident reports to identify individuals at high risk of violence or reoffending.o Weekly meetings to review profiles of high end users with SPPD and Ramsey County Clinicians.o Escalation of cases when needed to respond to violent or pressing incidents.- 2.1.b. <i>Home Visits/Field Visits</i><ul style="list-style-type: none">o Criminogenic risk assessment conducted on escalated cases (tool to be defined before end of planning year).o Documentation of violent or other public safety concerning behaviors within the records management system.o Build rapport with police personnel to try and reduce potential fear of the uniform.- 2.1.c. <i>Coordination with Prosecutors, Courts, and Community</i>: The aim is to work with Justice System to avoid or create alternatives to jail when feasible.<ul style="list-style-type: none">o Preparing cases for presentation to courts.o Managing probation officer relationships and check-ins if individual already involved with justice system for previous proceedings.o Tracking recidivism.o Seeking and assisting in drafting civil commitments when necessary.o Community engagement and coordination with communities most impacted by services to develop appropriate and culturally specific services and alternatives.	<p>SPPD Mental Health Unit Sergeant & Data Analyst</p> <p>SPPD Mental Health Officers</p>	<p>Data Analyst hired within first three months of award.</p> <p>Mental Health Officers named within first three months of award</p> <p>1,500 high end users identified, with 300 highest risks identified for service coordination and case management (100 high utilizers annually).</p>

	<p>Goal 2. Deliverable 2. Service Coordination/Case Management</p> <p>Provide mental health crisis stabilization services for priority cases identified by high end user group. Services conducted through home/field visits with Mental health officers or alone if safety is not a concern.</p> <p><i>2.2.a. Diagnostic Assessments:</i> Conducted to guide care planning</p> <ul style="list-style-type: none"> - ASAM Substance Abuse Criteria - DSM-5 Criteria - CAGE - Columbia Suicide Severity Rating Scale (when evidence of major depression exists) <p><i>2.2.b Crisis Stabilization:</i></p> <ul style="list-style-type: none"> - Medical Care: appointment setting and assistance accessing physical health care. - Resource Navigation: assistance accessing eligible financial and medical benefits - Chemical Dependency: Ramsey County directly provides medically monitored Detoxification services and manages assessment services for publicly funded care. - Mental Health Services: Brief therapeutic interventions are used to stabilize acute psychiatric symptoms. Interventions are trauma informed and focus on motivational interviewing, engagement, cognitive behavioral therapy, and dialectical behavioral therapy. <p><i>2.2.c. Intensive Referral:</i></p> <p>Transferal from stabilization to treatment, in-patient and outpatient therapy and social support services for housing, and employment. Schedule and attend initial meetings as needed during transfer to long term care.</p>	<p>Ramsey County Stabilization Services</p>	<p>Clinician hired within first three months of award.</p> <p>Intakes ongoing based on SPPD referrals.</p> <p>100 served annually</p> <p>Stabilization service average 1 -4 weeks before transfer to long term care partner.</p> <p>Ongoing referrals</p>
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Goal #3 – Increase Care Coordination and collaboration among system of care providers

Goal 3. Deliverable 1. Information Sharing

<p>3.1.a. <i>Completion and Submission of a BJA Planning and Implementation Guide:</i></p> <ul style="list-style-type: none"> - Logic model submission (designed in planning year through guidance of University of Wisconsin). - Submit data collection strategy (systems mapping conducted in planning year through guidance of University of Wisconsin, with final assignments of roles and responsibilities to be defined with hiring of data analyst by SPPD and Ramsey County). - Confirm list of Mental Health Resource Team primary representatives from each agency - Submit final interagency agreements. <p>3.1.b. <i>Performance Based Evaluation.</i> Performance based evaluation plan is currently being defined by the University of Wisconsin during program planning year. This plan will include a cross system logic model, performance targets, data collection plan with tools defined, and an evaluation calendar. SPPD will hire a data analyst to support the plan through compiling and coordination of data. Performance measures will be synced to the BJA – PMT tool.</p> <ul style="list-style-type: none"> - Daily tracking of incidents calls and care coordination including: <ul style="list-style-type: none"> o # of incident responses and disposition (i.e. arrested, left on site referral, taken to offsite facility). o # of safety and mental health field screenings - Weekly compiling of high utilizer reports distributed to Mental Health Unit and Stabilization Team. - Monthly review of performance level data distributed to direct service staff of larger Mental Health Resource Team. <ul style="list-style-type: none"> o # of diagnostic assessments, criminogenic assessments, and chemical dependency assessments o # of referrals to employment, housing, and other treatments. o # of repeat calls for service o Recidivism rates tracked for high utilizers - Quarterly performance analysis provided to MHRT leadership. - Quarterly performance data uploaded into BJA PMT system by SPPD grants management team - Annual reporting provided to City and County chief executives 	<p>SPPD Mental Health Unit with input from Ramsey County Integrated Health and Justice</p> <p>SPPD Data Analyst Ramsey County Integrated Health and Justice</p> <p>U of Wisconsin to provide technical assistance</p>	<p>Planning guide submitted within the first 6 months of receipt of award.</p> <p>Data tracking for evaluation will begin immediately upon receipt of award, with systems defined in planning year.</p> <p>Performance evaluation will be conducted on a 12-month schedule, with weekly, monthly, quarterly, and annual compiling and analysis of data.</p>
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	<p>3.1.c. Mental Health Resource Team Convenings –</p> <ul style="list-style-type: none"> - Monthly meetings convened by SPPD including direct service staff from SPPD mental health unit, Ramsey County, Regions, People Incorporated, and other key community health care providers. Review of success or challenges in referrals systems protocols - Quarterly meetings convened by SPPD with leadership from Mental Health Resource Team key members - Quarterly meetings convened by SPPD with client advocacy groups to review data and discuss service coordination issues. <p>3.1.d. Conduct Outreach and Engagement, especially within Communities of Color Over Represented in Justice System</p> <ul style="list-style-type: none"> - Inform the community about the Co-responder model - Conduct trainings for community members related to response to mental health issues - Conduct focus groups and listening sessions with community members most impacted by the co-responder model - Use feedback to modify the model when needed so that people most impacted by services contribute to design of culturally specific services and alternatives. 	<p>Convened by SPPD</p>	<p>Monthly and quarterly meetings</p>
		<p>Ramsey County and SPPD</p>	<p>24 sessions (6-8 sessions annually)</p>



CITY OF SAINT PAUL
Melvin Carter, Mayor

367 Grove Street Telephone: 651-266-5588
Saint Paul, Minnesota 55101 Facsimile: 651-266-5542

May 29, 2018

Maria Fryer
Justice Systems/Corrections Policy Advisor
810 Seventh Street NW
Washington, D.C. 20531

Re: 2018 Justice and Mental Health Collaboration Program

Dear Ms. Fryer,

I am writing to express my knowledge and support for the Saint Paul Police Department's (SPPD) request for funding through the BJA's 2018 Justice and Mental Health Collaboration Program. SPPD is serving as the lead applicant for a request submitted on behalf of the Mental Health Resource Team (MHRT). The MHRT is a multi-agency collaborative collectively working to create a diversion strategy that reduces the cycle of incarceration of individuals with mental illness who encounter the criminal justice system.

Creating a co-responder model is a strategic priority for SPPD and over the last year the department has piloted several initiatives to support the MHRT. SPPD created a Crisis Intervention Team (CIT) training program through our Professional Development Institute. 100% of sworn SPPD personnel will be trained in the model, strengthening patrol response. Further, SPPD created a mental health unit and dedicated four mental health officers to specialized case management for escalating incidents calls involving an individual experiencing serious and persistent mental illness.

While these efforts are notable, they are simply not enough. The City of Saint Paul has experienced a 100% increase in mental health-related calls over the last 10 years. SPPD requests funding to expand the MHRT and implement a co-response. Dedicated clinicians from Ramsey County will work in partnership with patrol officers to respond to incident calls involving an individual experiencing mental illness. Individuals at risk for arrest due to violent or unstable behavior caused by mental illness will also receive crisis stabilization services, whenever feasible, as an alternative to arrest.

Thank you for your consideration of this important request. Should you wish to further discuss SPPD's application and the MHRT, please contact Deputy Chief Mary Nash. She can be reached at 651-266-5724 or mary.nash@ci.stpaul.mn.us

Sincerely,

Todd Axtell
CHIEF OF POLICE

May 29, 2018

Ms. Maria Fryer
Justice Systems/Corrections Policy Advisor
810 Seventh Street NW
Washington, D.C. 20531

Re: Justice and Mental Health Collaboration Program FY2018

Dear Ms. Fryer,

This letter confirms the commitment of Ramsey County to full participation with the City of Saint Paul Police Department (SPPD) to implement a co-responder model. SPPD and Ramsey County have worked together over the last year to plan a comprehensive Mental Health Response Team (MHRT) with the aim to improve law enforcement response to individuals experiencing a mental health crisis and co-occurring chemical dependency.

Our two organizations' work frequently intertwine. As a result, SPPD and Ramsey County have long standing partnerships to coordinate a response for individuals in a state of crisis at many levels. Ramsey County is the regional provider of mental health and chemical health services, detention and correctional facilities, and operates the emergency call center (911). Adult mental health and chemical health services provide short and long-term care, and include the regional detoxification center, mobile and site based community crisis services, and community based mental health services.

The MHRT co-responder model will create a single gateway for SPPD's patrol officers and Ramsey County mental health crisis team members to access the full array of Ramsey County services. This will strengthen diversion efforts and provide alternatives to arrest when officers are responding to incident calls involving individuals experiencing mental illness. This work is an integral part of Ramsey County's strategic priority to create an Integrated Approach to Health and Justice and was supported by the Board of Commissioners through additional resources and funding approved in 2018 budget.

Ramsey County would serve as a sub-grant recipient on the JMHCP award to SPPD. Should the grant be funded, Ramsey County commits to the hiring of two full time clinicians dedicated to the MHRT co-responder model of care. These clinicians would provide the following services:

- **Screening, assessment:** Attend 1500 incident calls (500 annually) identified by first responders as mental health related. In partnership with SPPD patrol officers, clinicians will provide crisis support in the field to include:
 - o Mental health screenings and lethality assessments
 - o Safety planning
 - o Medical transports
 - o Crisis counseling and intervention
 - o Resource and referral
- **Specialized caseloads and service coordination:** Provide stabilization services for 300 individuals (100 annually) experiencing mental illness who have been identified by SPPD as

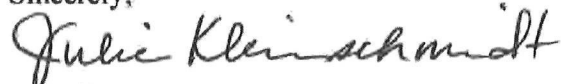
priority cases based on violence risk assessments and by high utilization (frequent involvement in 911 and incident calls). Stabilization services will include:

- Diagnostic assessments
 - Crisis stabilization:
 - Medical/Clinical Care: enrollment in medical insurance, assistance with setting and attending appointment, and intensive referral and coordination to connect individuals with long term physical and behavioral health care.
 - Chemical Dependency: Through the County's Behavioral Health Urgent Care, facilitate completion of chemical use assessment (Rule 25 Assessment), Detoxification services, and referral for long term in-patient and outpatient treatment both through Ramsey County system and other community partners.
 - Mental Health Services: motivation interviewing, engagement and brief therapeutic interventions (Dialectical Behavior Therapy, Cognitive Behavioral Therapy, Brief Trauma Treatment and other validated models) focused on crisis stabilization and restoration of pre-crisis functioning.
 - Intensive referral and coordination to social support services for housing, employment and other social service needs.
- **Information sharing:** Ramsey County will provide representation at MHRT planning meetings and disseminate pertinent information for service coordination and performance data management. Ramsey County will:
- Identify a point of contact to serve on the MHRT leadership team and attend quarterly planning meetings.
 - Identify a point of contact to attend weekly MHRT service coordination meetings with SPPD mental health officers.
 - In accordance with HIPPA and other privacy protections, Ramsey County will commit to collecting and sharing qualitative and quantitative data for purposes of evaluation and performance based grant reporting.
 - Members agree to abide by all applicable laws regulating the privacy and security of non-public data.

Should you have questions about Ramsey County's role in the project or this application please contact Katrina Mosser, Administrator, Integrated Health and Justice at 651-266-3467 or katrina.mosser@ramseycounty.us and Alyssa Conducy, LICSW, Chemical and Adult Mental Health Manager at 651-266-3518 or alyssa.conducy@ramseycounty.us.

Thank you for consideration of this important opportunity and partnership.

Sincerely,



Julie Kleinschmidt, Ramsey County Manager

c: Ryan O'Connor, Deputy County Manager
Katrina Mosser, Integrated Health and Justice Administrator
Alyssa Conducy, Chemical and Adult Mental Health Manager

May 22, 2018

To Whom It May Concern:

The University of Wisconsin Population Health Institute (UWPHI) is pleased to support the St. Paul Minnesota Police Department's application to the Bureau of Justice Assistance "Justice and Mental Health Collaboration Program" for implementation of a Mental Health Resource Team using a co-responder model.

If the current application is funded, UWPHI agrees to provide evaluation expertise and oversight to the local project team. UWPHI is currently the evaluation partner for the St. Paul Police Department and Ramsey County Crisis Team on their BJA-funded JMHCP Category 2 Strategic Planning effort.

The UWPHI regularly collaborates with tribal nations, the WI Department of Health Services, the WI Department of Corrections, the WI Department of Justice, local Wisconsin county agencies, and other national and federal partners to evaluate behavioral health programs, policies, and practices. UWPHI's location within the UW School of Medicine and Public Health allows access to university faculty and staff, libraries, and secure internet and web systems. UWPHI also has a thorough understanding of procedures for the transfer, management, and use of confidential and sensitive data related to addiction, mental health, and legal issues. UWPHI has expertise in collaboratively developing recommendations for system and program improvement, communicating policy and practice recommendations for substance abuse prevention and treatment programs, data collection and management, and data analysis. We look forward to working with the St. Paul Police Department should the proposed project be funded.

Sincerely,



Kit R. Van Stelle
Distinguished Researcher/Principal Investigator
UW Population Health Institute
Kit.Vanstelle@wisc.edu
608-262-5948

Translating Research for Policy and Practice

RAMSEY COUNTY
Criminal Justice Coordinating Council (CJCC)

CJCC Mission: Create a safer community by working collaboratively to employ data-driven decision making practices across the criminal justice system to improve the quality of services and achieve more successful outcomes for all.

May 29, 2018

Maria Fryer
Justice Systems/Corrections Policy Advisor
810 Seventh Street NW
Washington, D.C. 20531

Re: Justice and Mental Health Collaboration Program FY2018

Dear Ms. Fryer,

I submit this letter of support on behalf of the Ramsey County Criminal Justice Coordinating Council (CJCC) for the proposal from the City of Saint Paul Police Department (SPPD) in partnership with Ramsey County to implement a co-responder model with assistance from the Justice and Mental Health Collaboration Program (JMHP).

The CJCC is comprised of criminal justice stakeholders throughout the county, including Community Corrections, the Court, prosecutors, defense attorneys, elected officials, law enforcement (*including SPPD*), emergency communications, and pretrial services. The CJCC serves as a forum through which justice partners collaborate to promote improvements in the criminal justice system. The CJCC mission is to create a safer community by working collaboratively to employ data-driven decision making practices across the criminal justice system to improve the quality of services and achieve more successful outcomes for all.

One of the CJCC's priorities is to improve responses and outcomes for individuals with mental health needs who come into contact with the justice system. The SPPD proposal directly aligns with this priority by creating and implementing a comprehensive Mental Health Response Team (MHRT) to improve law enforcement response to individuals experiencing a mental health crisis and co-occurring chemical dependency.

The CJCC is pleased that the SPPD and Ramsey County are collaborating on this grant proposal and strongly supports this application. The co-responder model will aid in our efforts to better address the needs of our residents and increase public safety for Ramsey County.

Sincerely,



Jack Serier
Sheriff
Chair, Criminal Justice Coordinating Council
Ramsey County

Regions Hospital
640 Jackson Street
St. Paul, MN 55101
regionshospital.com



March 21, 2017

Maria Fryer
Justice Systems/Corrections Policy Advisor
810 Seventh Street NW
Washington, D.C. 20531

Dear Ms. Fryer,

This letter is written to express Regions Hospital Mental Health Services' support for the Saint Paul Police Department (SPPD) and the Ramsey County Crisis Team application to the Bureau of Justice Assistance. Regions Hospital engages frequently with SPPD Patrol Officers and Ramsey County Crisis Team. I believe their request for funding through the 2016 Justice and Mental Health Collaboration Program will strengthen a coordinated response in our community.

The Emergency Mental Health Crisis Unit is operated by Regions Hospital, and is the primary provider of emergency mental health inpatient services for individuals in Saint Paul and Ramsey County. The unit assesses and intervenes with mentally ill persons in crisis, within a secure facility, and our care model includes extensive staff training on violence de-escalation.

HealthPartners, with Regions Hospital, and the city of Saint Paul, formed the East Metro Roundtable which includes counties, hospitals, health plans, the state of Minnesota, consumers and advocates. The council was developed to address the unmet needs of adults who experience behavioral health crisis. The group aims to prevent avoidable emergency hospitalization by providing adult mental health crisis stabilization services in homes, community settings, or in short-term, supervised, licensed residential programs. Regions Hospital will continue to be an active sponsor of the East Metro Roundtable, utilizing this group to inform the planning of a co-responder model with SPPD and Ramsey County Crisis Team.

Regions Hospital will attend planning meetings and participate in review of procedures defined by the working groups of Saint Paul Police and the Ramsey County Crisis Team. Our participation will ensure a coordinated response. When patients are admitted to a mental health hospital, they are in crisis. We want to help them recover from the trauma they are experiencing assist them in living more fulfilling lives after hospitalization. Regions works extensively to collaborate more effectively with other systems and mental health providers as we coordinate the ongoing care of patients and work as a community to improve our mental health care system.

Again, I ask that you support the important work of planning and implementing an intercept model within Saint Paul and Ramsey County. Thank you for your consideration of this important request.

A handwritten signature in black ink, appearing to read "Wendy Waddell".

Wendy Waddell, PhD, RN
Director, Regions Hospital Mental Health

PEOPLE
INCORPORATED
MENTAL HEALTH SERVICES

May 25, 2018

Maria Fryer
Justice Systems/Corrections Policy Advisor
810 Seventh Street NW
Washington, D.C. 20531

Dear Ms. Fryer,

On behalf of People Incorporated I am writing to support the application from the Saint Paul Police Department and Ramsey County to the Bureau of Justice Assistance. Our organization is committed to joining the Mental Health Response Team.

People Incorporated is a nonprofit organization that serves people with mental illness in the Minneapolis and Saint Paul metro area. The organization operates more than 60 programs including children's programs, crisis residences, programs to help the homeless, residential programs, treatment services, case management, and in-home health services. In 2017 we served more than 13,000 people.

Minnesota's first call responders are often the first to engage with individuals facing mental crisis. People Incorporated understands that providing law enforcement officers strategies to address individuals facing mental health concerns on patrol calls is an important first step to decriminalizing mental health within the justice system. The project has the potential to impact the lives of thousands of individuals.

People Incorporated will support the co-responder model. Our commitment will include:

- Attending meetings and participating in review of high utilizer profiles to help plan service coordination
- Provide dedicated long-term case management services for individuals identified as needed care coordination beyond crisis stabilization.
- Accept referrals for People Incorporated support housing programs.

Again, I ask that you support the important work of planning and implementing of a co-responder intercept model within Saint Paul, Ramsey County. People Incorporated believes the application will ensure that people facing mental illness receive a crisis response that protects their dignity and personal liberties. Thank you for your consideration of this important request.

Sincerely,



Jill Wiedemann-West
Chief Executive Officer
People Incorporated

9.E. PENDING APPLICATION

Not applicable. SPPD does not currently have applications pending for federally funded grants that includes request for funding to support the same project, and would cover identical costs.

9. f. Research and Evaluation Independence And Integrity

i. The SPPD has selected the University of Wisconsin Population Health Institute (UWPHI) as a partner in this endeavor because of their knowledge and expertise in evaluation of correctional and criminal justice populations, programs, and systems. The UWPHI is one of few organizations in the Midwest included on the George Mason University eConsortium website as an approved partner, is known and respected throughout the justice system in Wisconsin, and will be an asset to the proposed SPPD initiative.

Due to the separation of duties, and separation of subject matter expertise and reporting structures, the SPPD maintains that no institutional conflict of interest exists and that no portion of the evaluation completed by UWPHI staff will be biased.

The UWPHI has contributed to the preparation of this proposal and has reviewed it to identify any research integrity issues. We have concluded that the design, conduct, or reporting of research and evaluation funded by BJA grants, cooperative agreements, or contracts will not be biased by any personal or financial conflict of interest on the part of UWPHI staff, consultants, and/or sub-recipients responsible for the research and evaluation or on the part of the applicant organization.

ii. The UWPHI regularly collaborates with state agencies and tribal nations to provide independent, external evaluation of behavioral health programs, policies, and practices. Although some of UWPHI's partners have their own internal research and evaluation staff, many prefer to contract for services due to the objectivity and lack of bias offered by UWPHI. UWPHI does not endorse any single political affiliation and receives funding from a wide variety of federal, state, and local sources. UWPHI's location within the University of Wisconsin School of Medicine and Public Health allows access to university faculty and staff, libraries, and secure Internet and web systems. UWPHI also has a thorough understanding of procedures for the transfer, management, and use of confidential and sensitive data related to addiction, mental health, and legal issues. UWPHI has expertise in collaboratively developing independent recommendations for system and program improvement, communicating policy and practice recommendations, systematic data collection and management, and unbiased data analysis and interpretation.

Additionally, the UW requires all employees to sign and submit annually an "Outside Activities Report" that is reviewed by the UW Graduate School for any conflict of interest. This document requires all professional staff to report:

1. any compensation received for outside activities related to the UW Graduate School institutional responsibilities,
2. whether they hold a leadership position in any business or organization related to the UW Graduate School institutional responsibilities, or
3. whether they own or control stock in any business or organization related to the UW Graduate School institutional responsibilities.

The SPPD will survey its own staff regarding any personal relationships with UWPHI or its staff and segregate any person with such relationships from participation in the project to ensure objectivity and integrity.