

# Application for Funding Assistance

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

## Section 1: Administration

### Subgrant Recipient

**Organization Name:** Alachua County Board of Commissioners

**County:** Alachua

### Chief Official

**Name:** Charles Chestnut

**Title:** Chairman

**Address:** 12 Southeast 1st Street  
2nd Floor

**City:** Gainesville

**State:** FL **Zip:** 32601-6826

**Phone:** 352-264-6900 **Ext:**

**Fax:**

**Email:** cschestnut@alachuacounty.us

### Chief Financial Officer

**Name:** Todd Hutchison

**Title:** Finance Director

**Address:** 12 Southeast 1st Street  
2nd Floor

**City:** Gainesville

**State:** FL **Zip:** 32601-6826

**Phone:** 352-374-3605 **Ext:**

**Fax:** 352-374-5265

**Email:** nth@alachuaclerk.org

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## Section 1: Administration

### Implementing Agency

**Organization Name:** Alachua County Sheriff's Office  
**County:** Alachua

### Chief Official

**Name:** Sadie Darnell  
**Title:** Sheriff  
**Address:** Post Office Box 5489  
**City:** Gainesville  
**State:** FL **Zip:** 32627-5489  
**Phone:** 352-367-4055 **Ext:**  
**Fax:** 352-374-1870  
**Email:** sdarnell@alachuasheriff.org

### Project Director

**Name:** Martha Orthoefer  
**Title:** Contracts and Grants Administrator  
**Address:** Post Office Box 5489  
**City:** Gainesville  
**State:** FL **Zip:** 32627-5489  
**Phone:** 352-367-4180 **Ext:**  
**Fax:** 352-374-1805  
**Email:** morthoefer@alachuasheriff.org

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## Section 1: Administration

### Section Questions:

Question: Does your jurisdiction have any laws, policies, or practices related to whether, when, or how employees may communicate with the Department of Homeland Security (DHS) or Immigration and Customs Enforcement (ICE)?

Answer: Yes

Question: Is your jurisdiction subject to any laws from a superior political entity (e.g., a state law that binds a city) that meet the description in question 1?

Answer: Yes

Question: If yes to either #1 or #2, describe each practice AND provide a copy of each law or policy to [criminaljustice@fdle.state.fl.us](mailto:criminaljustice@fdle.state.fl.us).

Answer: 1) BSB 002 (Jail Booking Procedures) requires notifications to DHS and ICE when an illegal immigrant or foreign national is booked. DOJ 106 (Release Procedures) is the policy for complying with ICE detainers.  
2) We are subject to FL SB 168 Federal Immigration Enforcement (2019) and have entered into a Basic Ordering Agreement with ICE.

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## Section 2: Project Overview

### General Project Information

**Project Title:** LAW ENFORCEMENT EQUIPMENT PROGRAM  
**Subgrant Recipient:** Alachua County Board of Commissioners  
**Implementing Agency:** Alachua County Sheriff's Office  
**Project Start Date:** 10/1/2019      **End Date:** 9/30/2020

### Problem Identification

The Alachua County Sheriff's Office (ACSO) is requesting to use Byrne funds for Law Enforcement and Equipment Programs. The ACSO will use the funds for equipment for the Dive Team and the SWAT Team, Special Teams within the Sheriff's Office. A portion of the funds will also be used to fund overtime for the Youth Dialogue Program. This request is a priority for the Sheriff's Office as both of these teams perform specialized, time-sensitive law enforcement activities and must be prepared to deploy at all times. The Youth Dialogue program is an ongoing outreach effort by the Sheriff's Office to reach out to at-risk youth to encourage positive interaction with law enforcement.

This application will upgrade and replace existing dive team equipment (dry suits) and replace the existing recon robot for SWAT. These items are needed to ensure the equipment is functional and current, ensuring the safety of both the team personnel and the general public. The dry suits have to be replaced on a regular basis to ensure the safety of the divers- as the body of waters they dive in to recover bodies, vehicles or submerged evidence are often stagnant and contain contaminants and other debris. The dry suit is part of personal protective equipment (PPE) for public safety diving and is the industrial standard. The recon robot is also a replacement robot. The robot is used by SWAT to investigate an area before deploying personnel in order to ensure the safest approach and thereby reducing risks to both the law enforcement personnel and bystanders. The Youth Dialogue funds will be used to fund overtime for sworn, certified detention officers and civilian personnel who elect to participate. This program is used to foster positive interactions between school aged youth, in particular, at-risk youth, and law enforcement.

This funding is being requested because the Sheriff's Office does not have the resources to fully fund them. Grants have been used for the equipment and have also been used to fund the youth outreach program.

The state and federal purpose area for this program is law enforcement. If this project is not funded, the Sheriff's Office personnel will continue to do their jobs, but will not have access to safest equipment and less Youth Dialogue programs will take place.

### Project Summary (Scope of Work)

This grant is requesting equipment for the Sheriff's Office Special Teams and overtime for the Youth Dialogue Program.

The item quantities and costs are listed in the budget section. The equipment items for the Special Teams include dry suits and recon robot. The overtime includes pay at time and half and related fringe benefits for Sheriff's personnel who participate in the

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Youth Dialogue program activities.

The tasks for this project include purchase and deployment of the equipment and documentation of the grant funded Youth Dialogue program. Deployment of the equipment to the Special Teams will include training on the equipment and actual calls for service.

Completion of this project, through acquisition of equipment will allow calls for service to be performed in a safer, more efficient manner. The Special Teams equipment will continue the replacement of outdated dry suits and the robot, enhancing team member and public safety.

The equipment will be purchased, maintained and utilized by the Sheriff's Office, the general public will receive the benefit of the service. No other agencies are members of the Sheriff's Office Dive team or SWAT team, however, the teams responds to calls from other agencies within the County and regionally.

Completion of the Youth Dialogue grant funded portion of the program, will be documentation of the activities. This will be backed up by documentation of the overtime pay and benefits.

The deliverables will be purchase of the equipment as listed in the Project Budget and will be documented by invoices, cancelled checks, financial records and inventory records. The Sheriff's Office will cover any additional expenses, not covered by the grant funds. Performance will be documented by receipt and deployment of the items.

Upon approval of the grant the Sheriff's Office will begin the purchasing process. Within a month quotes will be requested. All items should be ordered within the first quarter following the grant award and deployed upon receipt. We anticipate all items will be received within the third quarter (1-2 month time frame for receipt) of the grant award. Training with the use of the items and deployment will occur as the items are received. The Youth Dialogue program will schedule the activities for this grant, we expect one activity every 2 months. The activities will be documented for the report.

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## Section 2: Project Overview

### Section Questions:

- Question: What percentage of the total cost of this project is being funded by sources other than this award?
- Answer: 0
- Question: What is the name of the jurisdiction(s) your agency provides service to. (e.g., City of Miami, Orange County, State of Florida)
- Answer: Alachua County
- Question: What is the address of the location being used to provide services for this project?
- Answer: 2621 SE Hawthorne Road, Gainesville, FL 32641
- Question: Describe your agency. (e.g., non-profit, community based, government)
- Answer: Government - Sheriff's Office
- Question: Have you verified that the subgrantee has an active and current registration in SAM.gov?
- Answer: Yes
- Question: What is the Operating Capital Outlay threshold used by the subgrantee? If the implementing agency is a sheriff's office, indicate the sheriff's office's threshold instead.
- Answer: \$1,000.
- Question: Does the subgrantee receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?
- Answer: No
- Question: Does the implementing agency receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?
- Answer: No
- Question: In your organization's preceding completed fiscal year, did your organization (the subgrantee) receive at least (a) 80 percent or (b) \$25,000,000 of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?
- Answer: No
- Question: If you answered yes above, does the public have access to information about the compensation of the executives in your organization (the subgrantee) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? If answer to Part 1, above, was "no," answer N/A.
- Answer: No
- Question: What is the combined population of the jurisdiction(s) your agency provides services to (according to the 2010 census)?
- Answer: 247337

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## Section 3: Performance

### General Performance Info:

**Performance Reporting Frequency:** Quarterly

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

**State Purpose Area:** 1G - General Questions

### Objectives and Measures

**Objective:** General Questions - General Questions for All Recipients

**Measure:** General 01

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

**Goal:** No

**Measure:** General 02

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

**Goal:** No

**Measure:** General 03

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

**Goal:** No

**Measure:** General 04

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

**Goal:** No

**Measure:** General 05

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

**Goal:** No

**Measure:** General 06

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Will your organization be using Research to Practice during the grant period regardless of JAG funding? Research to Practice promotes the dissemination of research on drug courts to practitioners and policymakers.

Goal: No

Measure: General 07

Will your organization be using any other resources during the grant period regardless of JAG funding? If yes, please describe them.

Goal: N/A

Measure: General 08

During the grant period, will your agency conduct or sponsor (with or without JAG funds) a survey or focus group of citizens on any of the following topics? Enter all that apply from the following list: Public satisfaction with police services; public satisfaction with prosecution services; public satisfaction with public defender/indigent defense services; public satisfaction with courts; public perceptions of crime/disorder problems; personal crime experiences of citizens; none of the above; unsure/don't know.

Goal: We have a survey on Facebook site for the general public's satisfaction with law enforcement.

Measure: General 09

During the grant period, which of the following community activities will your organization be involved in, with or without JAG funds and how often will they each occur (yearly, monthly, etc.)? Choose from the following list: Hosting community meetings; attending community meetings; distributing a newsletter, e-mail, or other bulletin; attending community events; conducting social media activities; conducting outreach to minority populations; other (please describe)

Goal: Attending community meetings - monthly.  
Conducting social media activities - monthly.  
Conducting outreach to minority populations - monthly.

Measure: General 10

Law Enforcement Agencies ONLY: In which of the following ways has your agency fostered community involvement in the last year? Enter all that apply from the following list: Citizen Review Board or other review board with citizen representation, Citizen's Police Academy, Internships for university or high school students, Volunteer Program, Auxiliary police officer program, Police Cadet Program, k-12 school programs, Youth Athletic Programs, Other (please Describe), None of the above, Unsure/Don't know.

Goal: Internships for university students, volunteer program and K-12 school programs.



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Measure: General 11

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

Goal: Purchase and deploy equipment.  
Conduct additional youth dialogue/outreach programs.

Measure: General 12

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

Goal: Yes.

Measure: General 13

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

Goal: None at this time.

Measure: General 14

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

Goal: Yes.

Measure: General 11b

What major activities are planned for each of your goals listed in question 11?

Goal: Purchase the equipment.  
Deploy the equipment.  
Conduct youth dialogue programs.

**State Purpose Area:** 2P - Personnel

### Objectives and Measures

**Objective:** Personnel Questions - Questions for all recipients using personnel.

Measure: Personnel 1

During the grant period, approximately how many overtime hours will be funded by JAG?

Goal: 108

Measure: Personnel 2

During the grant period, how many personnel will have their salary or pay funded, at least partially, with JAG funds?

Goal: 0

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## Section 3: Performance

Measure: Personnel 3

How many new positions will be created with JAG funds during the grant period?

Goal: 0

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

### Objectives and Measures

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

Measure: Equipment 1

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

Goal: Yes.

**State Purpose Area:** R25 - Questions for recipients of an award \$25,000 or more.

### Objectives and Measures

**Objective:** LE General - Law enforcement questions for recipients of an award \$25,000 or more.

Measure: LE01

How many sworn personnel with general arrest powers does your agency have on staff?

Goal: 271.5

Measure: LE02

Of the sworn personnel, how many are JAG funded?

Goal: 0

Measure: LE03

How many non-sworn employees does your agency have on staff?

Goal: 588

Measure: LE04

Of the non-sworn personnel, how many are JAG funded?

Goal: 0

Measure: LE05

Does your agency utilize a strategic management accountability system to

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## Section 3: Performance

gather and disseminate information within the agency (e.g., CompStat, stratified policing)? Strategic management accountability systems typically include a focus on the use of relevant and timely data, the production of reports detailing problems and actions taken to solve them, and regular meetings with management to discuss strategies.

Goal: No

Measure: LE06

Does your agency use any of the following deconfliction tools? Choose all that apply from the following list: RISSafe, SAFETNet, Case Explorer, None of the above, unsure/don't know.

Goal: No.

**Objective:** LE Program - Program specific law enforcement questions for recipients of an award \$25,000 or more.

Measure: LE07

During the grant period, will you operate a law enforcement program partially or fully funded by JAG funds? If yes, what is the name of that program? If you are operating more than one program, include the names of each one.

Goal: Youth Dialogue

Measure: LE08

During the grant period, will you operate a task force partially or fully funded by JAG funds? If yes, what is the name of the program? If you are operating more than one program, include the names of each one.

Goal: No.

Measure: LE09

If you will operate a program or task force with JAG funds during the grant period, what percentage of the program's total costs will be paid for with sources other than this JAG award? If you will operate more than one program, answer for each separately.

Goal: No.

Measure: LE10

If you will operate a program or task force with JAG funds during the grant period, what was the initiation year of that program, regardless of when it received JAG funding? If you operated more than one program, answer for each separately.

Goal: Youth Dialogue 2015

Measure: LE11

Are you or a partner planning to conduct an evaluation of your program or task force? If you will operate more than one program, answer for each separately.

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Goal: No.

Measure: LE12

If you or a partner are planning to conduct an evaluation of your program or task force, are you aware that you will be required to report on the status of that evaluation?

Goal: Yes

Measure: LE13

If you will operate a program or task force with JAG funds during the grant period, which of the following violent crime/problems will it focus on? If you will operate more than one program, answer for each separately. Choose all that apply from among the following list: All violent crime in the jurisdiction, Homicide, Human Trafficking, Domestic Violence, Child Abuse, Child Pornography and Exploitation, Sexual Assault, Terrorism, None of the above.

Goal: None of the above.

Measure: LE14

If you will operate a program or task force with JAG funds during the grant period, which of the following property crime/problems will it focus on? If you will operate more than one program, answer for each separately. Choose all that apply from among the following list: All Property Crime in the Jurisdiction, Auto theft, Burglary.

Goal: n/a

Measure: LE15

If you will operate a program or task force with JAG funds during the grant period, which of the following societal crimes/problems will it focus on? If you will operate more than one program, answer for each separately. Choose all that apply from among the following list: Drug crime, Prescription drug crime, Disorder/quality-of-life incidents, Prostitution, Cybercrime, White-collar crime, Healthcare fraud, Status offenses (truancy, underage drinking, etc.), None of the above.

Goal: None of the above

Measure: LE16

If you will operate a program or task force with JAG funds during the grant period, which of the following general crime/problems will it focus on? If you will operate more than one program, answer for each separately. Choose all that apply from among the following list: All crime in the jurisdiction, Hate crime, Gun Crime, Traffic violations/crashes, Other (please describe).

Goal: Other - Disproportionate Minority Contact.

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Measure: LE17

If you will operate a program or task force with JAG funds during the grant period, who is the target population. If you will operate more than one program, answer for each separately. Choose all that apply from the following list: Adults, Elderly, Gangs, Juvenile Delinquents, Children of incarcerated/justice-involved parents, Drug-endangered children, Persons with mental illness, All victims, Other (please describe).

Goal: Others - at-risk youth.

Measure: LE18

If you will operate a program or task force with JAG funds during the reporting period, what is the primary target area of that program or task force? If you will operate more than one program, answer for each separately. Choose from the following list: Specific landmark or place (mall, park, theater), hot spots (a number of blocks or street segments that have been identified as experiencing a disproportionate share of the jurisdiction's problem), entire jurisdiction, multi-jurisdictional/cross jurisdictional.

Goal: Entire County - programs typically occur at the public schools.

Measure: LE19

If you will operate a program or task force with JAG funds during the reporting period, will that program focus efforts around any of the following models? If you will operate more than one program, answer for each separately. Choose all that apply from the following list: Community oriented approach, problem solving approach, geographic focus, high-rate offender focus, high-rate group/gang focus, Procedural justice, Unsure/Don't know, Other (please describe).

Goal: Community oriented approach.

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## Section 4: Financial

### General Financial Info:

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

Financial Reporting Frequency for this Subgrant: Quarterly

Is the subgrantee a state agency?: No

FLAIR / Vendor Number: 596000501

### Budget:

Budget Category	Prime	Match	Total
Salaries and Benefits	\$4,116.00	\$0.00	\$4,116.00
Contractual Services	\$0.00	\$0.00	\$0.00
Expenses	\$0.00	\$0.00	\$0.00
Operating Capital Outlay	\$25,400.00	\$0.00	\$25,400.00
Indirect Costs	\$0.00	\$0.00	\$0.00
-- Totals --	\$29,516.00	\$0.00	\$29,516.00
Percentage	100.0	0.0	100.0

### Project Generated Income:

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

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## Section 4: Financial (cont.)

### **Budget Narrative:**

Budget Narrative:

I. Special Teams Total: \$25,400

A. Dive Team

1) Operating Capital Outlay: 3 dry suits at \$3,300 ea = \$9,900.

B. SWAT Team

1) Operating Capital Outlay: 1 Recon Robot @ \$15,500.

II. Youth Dialogue - Overtime: \$4,116

Overtime funds for sworn law enforcement, civilians and certified detention officers when participating in the Sheriff's Youth Dialogue program. Overtime will include pay at time and a half and fringe benefits of FICA, FRS (Florida Retirement) and Workers Comp. Fringe for sworn is 38.52%/hour (FICA 7.65, FRS 25.48 and workers comp is 5.39). Fringe for civilians is 17.15%/hour (FICA 7.65, FRS 8.47 and workers comp 1.03). Assuming \$38/hour (includes overtime and benefits) civilians approximately \$32/hour and sworn approximately \$45/hour, we anticipate 108 hours of overtime. Each event is approximately 4-5 hours of overtime per employee and we anticipate holding 6 events during the grant year with 4 employees working overtime each event. 4 employees @ \$38/hr x 4.5 hrs (each session) = \$684 x 6 events = \$4,104 or rounding up to \$4,116.

All prices above include shipping costs. For procurement we will follow our agency policy. Any items under \$2,500 requires at least one quote. Any items that exceed \$2,500 requires 3 quotes and the lowest, responsible, responsive quote will be selected. No items will exceed \$35,000, which will require a competitive bid. We anticipate the recon robot will be sole source. The agency will follow its sole source policy. Warranties on items will not be requested separately for reimbursement, any warranties are included in the base cost of the items.

There are no matching funds being designated for this grant, however if costs exceed the awarded amount, the Sheriff's Office understands it is responsible for the difference and will use local funds. The items being requested are not in the agency budget so no supplanting will occur.

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## Section 4: Financial

### Section Questions:

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

Answer: No

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

Answer: Operating Capital Outlay items. Per our purchasing policy, we will obtain 3 quotes for any items that exceed \$2,500, unless the item is determined to be sole source or available on State Contract. Items greater than \$1,000 and less than \$2,500 we will get at least one quote.

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

Answer: No indirect costs included.

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

Answer: No contractual services.



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## **Section 5: Standard Conditions**

**Insert Standard Conditions Page here.**

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## Section 6: Signatures

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

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

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

Signature: \_\_\_\_\_

Typed Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

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

Typed Name of Subgrant Recipient: \_\_\_\_\_

Signature: \_\_\_\_\_

Typed Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

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

Typed Name of Implementing Agency: \_\_\_\_\_

Signature: \_\_\_\_\_

Typed Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

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## **Section 7: Certifications and Authorizations**

**Insert Certifications and Authorizations here.**