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**Agency Name:** Killeen, City of  
**Grant/App:** 4057701 **Start Date:** 10/1/2020 **End Date:** 9/30/2021

**Project Title:** Project Safe Neighborhood  
**Status:** Active Grant

### Eligibility Information

**Your organization's Texas Payee/Taxpayer ID Number:**  
17460015047006

### Application Eligibility Certify:

Created on: 2/13/2020 3:14:39 PM By: Jeff Donohue

### Profile Information

**Applicant Agency Name:** Killeen, City of  
**Project Title:** Project Safe Neighborhood  
**Division or Unit to Administer the Project:** Patrol Division  
**Address Line 1:** 3304 Community Boulevard  
**Address Line 2:**  
**City/State/Zip:** Killeen Texas 76542-6381  
**Start Date:** 10/1/2020  
**End Date:** 9/30/2021

**Regional Council of Governments(COG) within the Project's Impact Area:** Central Texas Council of Governments

**Headquarter County:** Bell

**Counties within Project's Impact Area:** Bell

### Grant Officials:

#### Authorized Official

**Name:** Kent Cagle  
**Email:** kcagle@killeentexas.gov  
**Address 1:** 101 N College Street  
**Address 1:**  
**City:** Killeen, Texas 76540  
**Phone:** 254-501-7700 Other Phone: 254-383-7945  
**Fax:** 254-634-2484  
**Title:** Mr.  
**Salutation:** Mr.  
**Position:** City Manager

#### Financial Official

**Name:** Kitty Guerrero  
**Email:** cvenzlauskas-guerrero@killeentexas.gov  
**Address 1:** 3304 Community Blvd  
**Address 1:**  
**City:** Killeen, Texas 76542  
**Phone:** 254-501-8952 Other Phone:  
**Fax:** 254-200-7978  
**Title:** Ms.  
**Salutation:** Ms.  
**Position:** Killeen Police Dept Finance Manager

#### Project Director

**Name:** Judith Tangalin  
**Email:** jtangalin@killeentexas.gov  
**Address 1:** 802 N. 2nd Street  
**Address 1:**

**City:** Killeen, Texas 76540  
**Phone:** 254-501-7743 Other Phone:  
**Fax:**  
**Title:** Ms.  
**Salutation:** Ms.  
**Position:** Controller

**Grant Writer**

**Name:** Jeff Donohue  
**Email:** jdonohue@killeentexas.gov  
**Address 1:** 3304 Community Boulevard  
**Address 1:**  
**City:** Killeen, Texas 76542  
**Phone:** 254-501-8973 Other Phone:  
**Fax:**  
**Title:** Mr.  
**Salutation:** Commander  
**Position:** Chief of Staff

**Grant Vendor Information**

**Organization Type:** Unit of Local Government (City, Town, or Village)  
**Organization Option:** applying to provide services to all others  
**Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID):** 17460015047006  
**Data Universal Numbering System (DUNS):** 068980739

**Narrative Information****Introduction**

The purpose of the Project Safe Neighborhoods Program is to create and foster safer neighborhoods through a sustained reduction in violent crime, including, but not limited to, addressing criminal gangs and felonious possession and use of firearms.

Please read the funding announcement for program rules and application guides, available on the [eGrants Calendar](#) page. Additionally, you should review the *Guide to Grants* available on the [PSO Resource for Applicants and Grantees webpage](#) for information and guidance related to the management and use of grant funds.

Use the space provided below to describe your project. For help with your narrative, see PSO's Developing a Good Project Narrative [Guide](#).

**Note:** Do not upload attachments with further information unless specifically instructed to do so.

**Program-Specific Questions**

What is the project's main Project Safe Neighborhoods (PSN) design feature?

- ☒ Targeted Enforcement  
☐ Prevention  
☐ Accountability

Indicate the percentage of your PSN project allocated for each of the following categories:

Police Agency (%):

100

Prevention (%):

0

All Other Partner Agencies (%):

0

Project will support the operations and coordination activities of a gang task force.

Select the appropriate response:

- ☐ Yes  
☒ No



If you answered 'YES' above, enter the name of the gang task force. If you selected 'No', enter 'N/A'.  
If you answered 'YES' above, enter the agencies or organizations that participate in the above-named task force. If you selected 'No', enter 'N/A'.

### **Certifications**

In addition to the requirements found in existing statute, regulation, and the funding announcement, this program requires applicant organizations to certify compliance with the following:

#### **Constitutional Compliance**

Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

#### **Information Systems**

Applicant assures that any new criminal justice information systems will comply with data sharing standards for the Global Justice XML Data Model and the National Information Exchange Model.

#### **Criminal History Reporting**

Entities receiving funds from PSO must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the *Texas Code of Criminal Procedure, Chapter 66*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Beginning January 1, 2020, counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90 percent of convictions within seven business days to the Criminal Justice Information System at the Department of Public Safety. By January 1, 2021, such reporting must take place within five business days. Click [here](#) for additional information from DPS on this new reporting requirement.

#### **Uniform Crime Reporting (UCR)**

Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety (DPS) for inclusion in the annual Uniform Crime Report (UCR). To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year.

#### **Conversion to National Incident-Based Reporting System (NIBRS)**

The Texas Department of Public Safety (DPS) has established a goal set by the Texas Legislature for all local law enforcement agencies to implement and report crime statistics data by using the requirements of the National Incident-Based Reporting System (NIBRS). Additionally, the Federal Bureau of Investigations (FBI) will collect required crime statistics solely through the NIBRS starting January 1, 2021. Due to this federal deadline, grantees are advised that eligibility for future grant funding may be tied to compliance with NIBRS. Financial grant assistance for transitioning to NIBRS may be available for your jurisdiction from the Public Safety Office.

#### **Compliance with State and Federal Laws, Programs and Procedures**

Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States; or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3). Lastly, eligible applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants the [CEO/Law Enforcement Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to OOG and is active until August 31, 2021 or the end of the grant period, whichever is later.



**Civil Rights Liaison**

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Marti Samuel

Enter the Address for the Civil Rights Liaison:

3304 Community Boulevard Killeen, Texas 76542

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

254-501-8811

**Overall Certification**

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the PSO Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, any authorizing or applicable state and federal statutes and regulations to be eligible for this program.

**X I certify to all of the application content & requirements.**

**Project Abstract :**

In order to combat violent crime, the grants funds would be utilized for increased enforcement of problem areas identified through DDACTS. In these areas, specific attention to repeat violent offenders or persons identified in criminal activity such as illegal gangs or violent criminal activity will be the primary focus. By increased enforcement, an immediate impact should be felt by placing the most violent offenders in custody through the appropriate court system to include the US Attorney's office. This enforcement activity may be in the form of intelligence gathering, enforcement, or fugitive apprehensions.

**Problem Statement :**

Overall, in the last 4 years, the City of Killeen has experienced a large increase in violent crime with 2020 showing early signs that the trend will continue. We are in the top 10 most violent cities in our population group for most years and even in our best, are still in the top 20. With the growing population, staffing issues and budgetary issues, we have not had the resources necessary to combat the ever increasing violent crime rate. We need assistance to help make our community safer and this grant will allow us an opportunity to use existing officers to make the streets safer.

**Supporting Data :**

Murders 2015=17 2016=16 2017=18 2018=7 2019=16 Robbery 2015=148 2016=234 2017=313 2018=144 2019=124 Aggravated Assaults 2015=513 2016=617 2017=636 2018=303 2019=340 For 2017, the City of Killeen was 4th in Violent Crime Rate in Texas out of 38 Cities over 100,000 population. In 2016, the City was 9th and in 2015, the City was 8th. While we saw a great improvement in 2018. In 2019, we saw a major increase in our murder comparable to record rates and an increase in aggravated assaults, which was contributed to shootings and other violent crimes. Our overall violent crime also increased and in 2020, we are seeing that trend continue as we are already up 500% in murders.

**Project Approach & Activities:**

Enforcement The funds will be used for overtime to allow officers the ability to gather intelligence on gangs, repeated offenders, and violent criminals through high patrol and enforcement activities in DDACTS zones or other areas defined by the Crime Analysis section. Enforcement, taking guns off the street and arrest fugitives will be a top priority.

**Capacity & Capabilities:**

Over the last few years, the City of Killeen has experienced financial challenges, which has greatly impacted the police department. 23 sworn positions and several non sworn positions have been removed to alleviate some of the strain in the budget. In addition, the Police Department lost 31 sworn officers just last year. The loss of officers from all sources has greatly strained our ability to successfully complete our mission as the mission does not dwindle, although our resources might. If awarded the grant, the funds will be utilized to allow for overtime to increase the number of hours dedicated to reduction of violent crime and will allow us to more effectively make



our City safer.

## Performance Management :

A stat sheet will be utilized for each officer working overtime for this project and will capture the necessary data to ensure they are being effective. It will include, at the bare minimum, the number of contacts, citations, arrests, guns recovered, drugs recovered, and gang related information. This information will be compiled along with crime stats for the DDACTS zone by our crime analysis team to see the progress of violent crime reduction and adjustments will be made were appropriate to facility the most successful outcome. The overall goal of this project is to lower the violent crime rate in the City of Killeen to get us in the bottom half of comparable cities as compared to the top 10 where we usually reside. A second, but included goal, will be to lower our violent crime rate by an additional 10% from our 2019 data. If successful, this will improve the reputation of Killeen, the overall safety of Killeen, and will improve our public relations with the citizens as they will have a greater confidence in their department to make their City safe.

## Target Group :

We currently have TFO's assigned to DEA, FBI, the and the USMS as well as work closely with Texas DPS Violent Crime Unit. We also have a strong partnership with the US Attorney's Office out of Waco and the Bell County DA's office. We will continue to work with these entities and provide them any service they need as they have been instrumental in assisting us with our Violent Crime problem.

## Evidence-Based Practices:

We hired a professional crime analyst just over a year ago and recently hired a second one. We have also partnered with the Texas National Guard to provide us additional crime analyst to allow us to better utilize our current manpower for deployment and to identify crime patterns. As a department we have adopted the 21 Century policing model with with the use of DDACTs. We have also focused our efforts by using information we have obtained from the George Mason University and other related websites by using the "gold" time between calls to be more effective to combat crime.

## Project Activities Information

### Introduction

### Introduction

This section contains questions about your project. It is very important for applicants to review their funding announcement for guidance on how to fill out this section. Unless otherwise specified, answers should be about the EXPECTED activities to occur during the project period.

### Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Law Enforcement	100.00	By working with our federal, local and state partners, and utilizing overtime for our own officers, we will focus our efforts in capturing wanted subjects and repeat offenders. By an increased presence in the DDACTS zone, we will be able to increase our proactive measures of crime reduction with a focus on enforcement, intelligence gathering and deterrence.

## CJD Purpose Areas

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
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## Measures Information

### Objective Output Measures

OUTPUT MEASURE	TARGET
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	LEVEL
Equipment or technology: Individuals/operators equipped	0
General Law Enforcement or Public Safety: Arrests resulting from grant.	100
Targeted Investigation: Criminal cases resulting in arrest.	100
Targeted Investigation: Grant-funded investigations carried out by the unit/division	50
Training or professional development: Individuals provided	0
Training or professional development: Individuals received	0
Training, professional development, or technical assistance: Hours provided	0
Training, professional development, or technical assistance: Hours received	0

## Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
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## Custom Output Measures

CUSTOM OUTPUT MEASURE	TARGET LEVEL
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## Custom Outcome Measures

CUSTOM OUTCOME MEASURE	TARGET LEVEL
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## Resolution from Governing Body



Applications from nonprofit corporations, local units of governments, and other political subdivisions must include a [resolution](#) that contains the following:

1. Authorization by your governing body for the submission of the application to the Public Safety Office (PSO) that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update the PSO should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to PSO.

Upon approval from your agency's governing body, upload the [approved](#) resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

### Contract Compliance

Will PSO grant funds be used to support any contracts for professional services?

Select the appropriate response:

☐ Yes

☒ No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

### Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the appropriate response:

☐ Yes

☐ No

☒ N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the appropriate response:

☐ Yes

☒ No

☐ N/A

### Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2020

Enter the End Date [mm/dd/yyyy]:

9/30/2021

### Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (in Whole Dollars \$) of Federal Grant Funds expended:

6656815

Enter the amount (in Whole Dollars \$) of State Grant Funds expended:

437394

### Single Audit

Applicants who expend less than \$750,000 in federal grant funding or less than \$750,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a PSO grant. However, PSO may require a limited scope audit as defined in 2 CFR Part 200, Subpart F - Audit Requirements.

Has the applicant agency expended federal grant funding of \$750,000 or more, or state grant funding of \$750,000 or more during the most recently completed fiscal year?

Select the appropriate response:

☒ Yes

☐ No

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor in accordance with the State of Texas Single Audit Circular; or CFR Part 200, Subpart F - Audit Requirements.

Enter the date of your last annual single audit:

9/30/2018

### Equal Employment Opportunity Plan

#### Compliance - AMENDED

EEOP certification information must be submitted to the Office of Civil Rights, Office of Justice Programs through their on-line [EEOP Reporting Tool](#) within 120 days of the grant award date. For more information and guidance on how to complete and submit the federal EEOP certification information, please visit the US Department of Justice, Office of Justice Programs website at <https://ojp.gov/about/ocr/eeop.htm>.

#### Type I Entity

Defined as an applicant that meets one or more of the following criteria:

- has less than 50 employees;
- is a non-profit organization;
- is a medical institution;
- is an Indian tribe;
- is an educational institution, or
- is receiving a single award of less than \$25,000.

#### Requirements

- The applicant agency is exempt from the requirement to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42, subpart E;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the applicant must submit EEOP Certification information the Office for Civil Rights (OCR) to claim the exemption from developing an EEOP.



**Type II Entity**

Defined as an applicant that meets the following criteria:

- has 50 or more employees, and
- is receiving a single award of \$25,000 or more, but less than \$500,000.

**Requirements**

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of OOG, OOG's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services;
- the applicant must submit EEOP information to the Office for Civil Rights (OCR) to claim the exemption from submitting an EEOP to OCR; and
- the EEOP is required to be on file with the applicant agency.

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:  
Eva Bark, Human Resources Director, 101 N. College, Killeen, Texas 76540

**Type III Entity**

Defined as an applicant that is NOT a Type I or Type II Entity.

**Requirements**

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the applicant must submit EEOP information to the Office for Civil Rights (OCR).

**Certification**

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

- ☐ Type I Entity  
☒ Type II Entity  
☐ Type III Entity

**Debarment**

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- ☒ I Certify  
☐ Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

**FFATA Certification**

**Certification of Recipient Highly Compensated Officers**

The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (CJD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient's preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?

☐ Yes

☒ No

Does the public have access to information about the compensation of the senior executives 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?

☐ Yes

☒ No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered NO to the first statement you are NOT required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

Position 1 - Name:

Position 1 - Total Compensation (\$):

0

Position 2 - Name:

Position 2 - Total Compensation (\$):

0

Position 3 - Name:

Position 3 - Total Compensation (\$):

0

Position 4 - Name:

Position 4 - Total Compensation (\$):

0

Position 5 - Name:

Position 5 - Total Compensation (\$):

0

**General Assessment Information****Fiscal Capability Information****Section 1: Organizational Information**

\*\*\* FOR PROFIT CORPORATIONS ONLY \*\*\*

Enter the following values in order to submit the application

Enter the Year in which the Corporation was Founded: 0

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status: 01/01/1900

Enter the Employer Identification Number Assigned by the IRS: 0

Enter the Charter Number assigned by the Texas Secretary of State: 0

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:



**Section 2: Accounting System**

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts)?

Select the appropriate response:

- ☐ Yes  
☐ No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

- ☐ Yes  
☐ No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

- ☐ Yes  
☐ No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

**Section 3: Financial Capability**

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

- ☐ Yes  
☐ No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- ☐ Yes  
☐ No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- ☐ Yes  
☐ No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

**Section 4: Budgetary Controls**

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.

Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

☐ Yes  
☐ No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

☐ Yes  
☐ No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

### Section 5: Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

☐ Yes  
☐ No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

☐ Yes  
☐ No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

### Budget Details Information

#### Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Personnel	Overtime for All Peace Officers	Overtime :In order to combat violent crime, the grants funds would be utilized for increased enforcement of problem areas identified through DDACTS.Utilizing approximately (30) officers at an average pay rate of \$56.78 per hour. Each eligible officer will have	\$93,000.00	\$0.00	\$0.00	\$0.00	\$93,000.00	100



		the opportunity to work approximately 54 hours on this project for an estimated total of 1638 hrs. of total OT.						
--	--	---	--	--	--	--	--	--

### Source of Match Information

#### Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
-------------	------------	--------

#### Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

### Budget Summary Information

#### Budget Summary Information by Budget Category:

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Personnel	\$93,000.00	\$0.00	\$0.00	\$0.00	\$93,000.00

#### Budget Grand Total Information:

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$93,000.00	\$0.00	\$0.00	\$0.00	\$93,000.00

### Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds

Other Condition of Funding. Overtime: Grantees must upload a copy of the overtime policy approved by its governing board. This policy will be considered the official policy for grant purposes and must be used throughout the grant period. The policy must: 1) clearly describe how overtime will be calculated; 2) be consistent with the agency's overtime policy; and 3) treat grant-paid personnel the same as non-grant paid personnel. OOG will monitor overtime expenditures based on this policy. OOG will release the Condition of Funding once OOG approves the overtime policy.	3/30/2020 4:18:59 PM	3/30/2020	Yes	No
Compliance with State and Federal Laws, Programs and Procedures: Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States; or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3). Lastly, eligible grantees/applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code. Each local unit of government and institution of higher education that operates a law enforcement agency must download, complete and then return the <a href="#">CEO/Law Enforcement Certifications and Assurances Form</a> certifying compliance with federal and state immigration enforcement requirements.	3/30/2020 4:23:25 PM	3/30/2020	Yes	No
Resolution: Applications from nonprofit corporations, local units of governments, and other political subdivisions must submit a resolution electronically using the 'Upload' function in the eGrants system. The <a href="#">resolution</a> must contain the following: <ul style="list-style-type: none"> <li>• Authorization by your governing body for the submission of the application to OOG that clearly identifies the name of the project for which funding is requested;</li> <li>• A commitment to provide all applicable matching funds;</li> <li>• A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update OOG should the official change during the grant period.); and</li> <li>• A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to OOG.</li> </ul>	3/30/2020 4:23:43 PM		Yes	No
Overtime Eligibility: 1) Federal regulations governing these funds prohibit use of grant funds to pay an individual for the same hours in which the individual is being paid by a unit of government. For example, if an officer's regular work hours are 7 a.m. to 4 p.m. and he takes a day of paid annual leave, he is not eligible to be reimbursed with grant funds for any hours he voluntarily works between 7 a.m. and 4 p.m. He may be eligible for any hours worked that day outside of 7 a.m. to 4 p.m. provided the hours worked comply with the grantee agency's requirements for hours worked prior to eligibility for overtime pay. The regulation regarding hours of eligibility for overtime does not apply to an officer who volunteers to work on his regularly scheduled days off provided he complies with the grantee agency's requirements for hours worked prior to eligibility for overtime pay. 2) Hours worked is defined as physical hours on the job and does not include paid annual leave, compensatory leave, sick leave, holiday	9/4/2020 12:18:56 PM		No	No



leave or other paid leave. 3) On-call hours should not be included in physical hours worked or as eligible hours for overtime. 4) Personnel receiving grant funds for overtime must maintain time and activity reports for all time physically worked. The activity description should include detailed information about the actual activities performed. 5) Time should be recorded to the nearest quarter hour. 6) Grantee records must include a clear calculation in how the overtime was computed. 7) Overtime payments issued outside this policy are the responsibility of the grantee agency.

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