

PROGRAM NARRATIVE

Description of the Issues

The City of Warner Robins is applying for funds from the Edward Byrne Memorial Justice Assistance Grant (JAG) program FY 2019 Local Solicitation in order to fund a law enforcement program titled FY 2019 JAG Grant Law Enforcement Project. The Warner Robins Police Department (WRPD) and the Houston County Sheriff's Office (HCSO) have been declared disparate for this grant program and have agreed in a signed Memorandum of Understanding (MOU) to split the funds equally between the two agencies with the City of Warner Robins acting as the applicant/fiscal agent for the joint funds. The amount of funds that have been allocated for the two agencies is \$36,884. The planned funding use of the FY 2019 JAG Grant Law Enforcement Project is to improve and enhance local law enforcement programs by supplementing the ability of WRPD and HCSO to purchase equipment and achieve full compliance with the Federal Bureau of Investigation's (FBI) National Incident-Based Reporting System (NIBRS). This will allow both agencies to enhance public safety within their jurisdictions.

Project Design and Implementation

Using allocated funds for the FY 2019 JAG Grant Law Enforcement Project will allow both agencies to complete the following proposed program activities during the 4-year grant period:

- WRPD will use grant funds to purchase software to include user licenses for software, maintenance costs and training for software as needed. Updates and additional purchases of equipment and programs often leave WRPD in need of additional software to function at its greatest capacity.

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- WRPD will use grant funds to train personnel in how to collect and submit NIBRS data.
- HCSO will use grant funds to purchase a law enforcement vehicle to be used in fighting crime and promoting public safety in Houston County. Law enforcement vehicles are a constant need for local agencies as high mileage, maintenance costs, and damages make older vehicles less efficient and reliable in emergency use on a daily basis.
- HCSO will use grant funds to train personnel in how to collect and submit NIBRS data.

WRPD and HCSO have greatly benefited from the Edward Byrne Memorial JAG program. The opportunity to meet needs for equipment that the officers and deputies from the two agencies have is incredible. There is always a need for updated and/or additional equipment within the two agencies that isn't always possible with budgeted funds. Under normal circumstances, the agencies would have to wait and see if the needed equipment would make it through the cuts in the next proposed budget cycle. The FY 2019 JAG Grant Law Enforcement Project will assist the agencies in meeting their current needs for software and law enforcement cruisers. WRPD's and HCSO's efforts to serve the community with the highest standards of excellence will be enhanced with better equipped employees.

Capabilities and Competencies

The City of Warner Robins is fully capable and competent to implement the FY 2019 JAG Grant Law Enforcement Project. Since 2006, WRPD has obtained 45 public and privately funded grants valued at \$599,653. WRPD has effectively administered the grant funds it has obtained in the past. The City of Warner Robins Finance Department collaborates with WRPD on grant

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management and will continue to assist with this project by handling the financial aspects of the grant. In 2016, members of WRPD and the City of Warner Robins Finance Department completed the Department of Justice Grants Financial Management Training in order to increase their knowledge of grant management. In order to meet the planned funding use of this project, there will also need to be coordination between WRPD and HCSO. As stated previously, there has been an MOU signed for this project and in the MOU it states there will also be coordination between the two agencies in order to complete the required progress reports and financial reports for the grant.

Plan for Collecting the Data Required for this Solicitation's Performance Measures

Data from the following performance measures will be used to assess whether or not the project goals or planned funding use are being met:

1. Amount of JAG funds allocated to purchase equipment and/or technology. WRPD will report the amount of funds allocated to purchase equipment and/or technology by WRPD and HCSO during the reporting period.
2. Indicate the type of equipment and/or technology purchased with JAG funds. WRPD will report the category and quantity of equipment and/or technology purchased with JAG funds by WRPD and HCSO and the cost of the purchases during the reporting period.
3. Identify the program goals or planned funding use of the JAG award. WRPD will report the planned funding use for both WRPD and HCSO and the current status of the funding use.
4. Describe any progress made or barriers encountered related to the funding use during the reporting period. WRPD will report the progress made and/or barriers

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encountered related to the funding use by WRPD and HCSO during the reporting period. WRPD will also report major activities planned for the funding use during the next reporting period.

WRPD will coordinate with HCSO to gather the performance metrics data required to be submitted quarterly as listed in the signed MOU. Data will be gathered from documentation of purchases made with the grant funds and submitted as required.

CITY OF WARNER ROBINS
GEORGIA'S INTERNATIONAL CITY - CHARTERED 1943
"A CITY OF CHARACTER"

GMS Application Number: 2019-H3898-GA-DJ

MEMORANDUM OF UNDERSTANDING

MAYOR
Randy Toms

**MEMBERS OF
COUNCIL**

Post 1
Daron Lee
Post 2
Carolyn Robbins
Post 3
Keith Lauritsen
Post 4
Tim Thomas
Post 5
Clifford Holmes, Jr.
Post 6
Larry Curtis Jr.

**CITY CLERK
ASSISTANT**
Kathy Opitz

CITY ATTORNEY
James. E. Elliott, Jr.

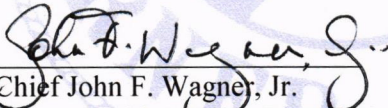
The Warner Robins Police Department and the Houston County Sheriff's Office have agreed on the following division of the Justice Assistance Grant (JAG) funds for the fiscal year 2019:

Warner Robins Police Department	\$ 18,442
Houston County Sheriff's Office	\$ 18,442

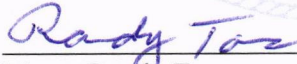
The City of Warner Robins will serve as the applicant/fiscal agent for the joint funds. The City of Warner Robins will be responsible for the administration of the funds to include distributing the funds, monitoring the award, and submitting reports including performance measure and program assessment data.

As a new requirement of the JAG program, each agency agrees to set aside 3% of awarded funds to be used for National Incident-Based Reporting System (NIBRS) compliance activities, unless the jurisdiction obtains a waiver from the Bureau of Justice Administration (BJA) Director, as described in the grant solicitation.

The Houston County Sheriff's Office will provide the City of Warner Robins with data needed to complete quarterly financial reports, quarterly accountability metrics reports, an annual performance report, and any other reports that may be required in a timely manner.


Chief John F. Wagner, Jr.
Warner Robins Police Department

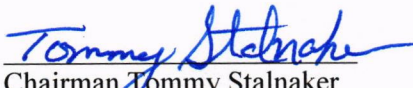
8-6-2019
Date


Mayor Randy Toms
City of Warner Robins

8/6/19
Date


Sheriff Cullen Talton
Houston County Sheriff's Office

8-7-19
Date


Chairman Tommy Stalnaker
Houston County Board of Commissioners

8-8-19
Date

PROJECT IDENTIFIERS

The City of Warner Robins is applying for funds from the Edward Byrne Memorial Justice Assistance Grant (JAG) program FY 2019 Local Solicitation in order to fund a project titled FY 2019 JAG Grant Law Enforcement Project. The City of Warner Robins and Houston County have been declared disparate and are applying for the grant in a joint application. The Warner Robins Police Department is planning to use awarded grant funds to purchase software for its officers and pay for training officers and department employees about the upcoming conversion from Uniform Crime Reporting (UCR) to the National Incident-Based Reporting System (NIBRS). The Houston County Sheriff's Office plans to use awarded grant funds to purchase a law enforcement vehicle for use by a deputy and pay for training deputies and office employees about the upcoming conversion from UCR to NIBRS. The project identifiers that will be associated with these proposed project activities are as follows:

1. Computer Software/Hardware;
2. Vehicles – Police (Sedan)/Police (SUV)
3. System Improvements

APPLICANT STATEMENT OF NO PENDING APPLICATIONS

The City of Warner Robins Police Department does not have any pending applications submitted within the last twelve months for federally funded grants or subgrants that include requests for funding to support the same project being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and budget in the application under this solicitation. The Houston County Sheriff's Office does not have any pending applications submitted within the last twelve months for federally funded grants or subgrants that include requests for funding to support the same project being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and budget in the application under this solicitation, either.

NOTE: You must click on the "Accept" button at the bottom of the page before closing this window



OMB APPROVAL
NUMBER 1121-0140

EXPIRES 05/31/2019

U.S. DEPARTMENT OF JUSTICE

CERTIFIED STANDARD ASSURANCES

On behalf of the Applicant, and in support of this application for a grant or cooperative agreement, I certify under penalty of perjury to the U.S. Department of Justice ("Department"), that all of the following are true and correct:

- (1) I have the authority to make the following representations on behalf of myself and the Applicant. I understand that these representations will be relied upon as material in any Department decision to make an award to the Applicant based on its application.
- (2) I certify that the Applicant has the legal authority to apply for the federal assistance sought by the application, and that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project costs) to plan, manage, and complete the project described in the application properly.
- (3) I assure that, throughout the period of performance for the award (if any) made by the Department based on the application--
 - a. the Applicant will comply with all award requirements and all federal statutes and regulations applicable to the award;
 - b. the Applicant will require all subrecipients to comply with all applicable award requirements and all applicable federal statutes and regulations; and
 - c. the Applicant will maintain safeguards to address and prevent any organizational conflict of interest, and also to prohibit employees from using their positions in any manner that poses, or appears to pose, a personal or financial conflict of interest.
- (4) The Applicant understands that the federal statutes and regulations applicable to the award (if any) made by the Department based on the application specifically include statutes and regulations pertaining to civil rights and nondiscrimination, and, in addition--
 - a. the Applicant understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);
 - b. the Applicant understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and that the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13)), which will apply to all awards made by the Office on Violence Against Women, also may apply to an award made otherwise;
 - c. the Applicant understands that it must require any subrecipient to comply with all such applicable statutes (and associated regulations); and
 - d. on behalf of the Applicant, I make the specific assurances set out in 28 C.F.R. §§ 42.105 and 42.204.

(5) The Applicant also understands that (in addition to any applicable program-specific regulations and to applicable federal regulations that pertain to civil rights and nondiscrimination) the federal regulations applicable to the award (if any) made by the Department based on the application may include, but are not limited to, 2 C.F.R. Part 2800 (the DOJ "Part 200 Uniform Requirements") and 28 C.F.R. Parts 22 (confidentiality - research and statistical information), 23 (criminal intelligence systems), 38 (regarding faith-based or religious organizations participating in federal financial assistance programs), and 46 (human subjects protection).

(6) I assure that the Applicant will assist the Department as necessary (and will require subrecipients and contractors to assist as necessary) with the Department's compliance with section 106 of the National Historic Preservation Act of 1966 (54 U.S.C. § 306108), the Archeological and Historical Preservation Act of 1974 (54 U.S.C. §§ 312501-312508), and the National Environmental Policy Act of 1969 (42 U.S.C. §§ 4321-4335), and 28 C.F.R. Parts 61 (NEPA) and 63 (floodplains and wetlands).

(7) I assure that the Applicant will give the Department and the Government Accountability Office, through any authorized representative, access to, and opportunity to examine, all paper or electronic records related to the award (if any) made by the Department based on the application.

(8) I assure that, if the Applicant is a governmental entity, with respect to the award (if any) made by the Department based on the application--

- a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
- b. it will comply with requirements of 5 U.S.C. §§ 1501-1508 and 7324-7328, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

(9) If the Applicant applies for and receives an award from the Office of Community Oriented Policing Services (COPS Office), I assure that as required by 34 U.S.C. § 10382(c)(11), it will, to the extent practicable and consistent with applicable law--including, but not limited to, the Indian Self-Determination and Education Assistance Act--seek, recruit, and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement by increasing their ranks within the sworn positions, as provided under 34 U.S.C. § 10382(c)(11).

(10) If the Applicant applies for and receives a DOJ award under the STOP School Violence Act program, I assure as required by 34 U.S.C. § 10552(a)(3), that it will maintain and report such data, records, and information (programmatic and financial) as DOJ may reasonably require.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, 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 subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Accept

NOTE: You must click on the "Accept" button at the bottom of the page before closing this window

U.S. DEPARTMENT OF JUSTICE

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the U.S. Department of Justice ("Department") determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by 31 U.S.C. § 1352, as implemented by 28 C.F.R. Part 69, the Applicant certifies and assures (to the extent applicable) the following:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Applicant, 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 making of any Federal grant, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If the Applicant's request for Federal funds is in excess of \$100,000, and any funds other than Federal appropriated funds have 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 this Federal grant or cooperative agreement, the Applicant shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities" in accordance with its (and any DOJ awarding agency's) instructions; and

(c) The Applicant shall require that the language of this certification be included in the award documents for all subgrants and procurement contracts (and their subcontracts) funded with Federal award funds and shall ensure that any certifications or lobbying disclosures required of recipients of such subgrants and procurement contracts (or their subcontractors) are made and filed in accordance with 31 U.S.C. § 1352.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

A. Pursuant to Department regulations on nonprocurement debarment and suspension implemented at 2 C.F.R. Part 2867, and to other related requirements, the Applicant certifies, with respect to prospective participants in a primary tier "covered transaction", as defined at 2 C.F.R. § 2867.20(a), that neither it nor any of its principals--

(a) is 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 covered transactions by any Federal department or agency;

(b) has within a three-year period preceding this application been convicted of a felony criminal violation under any Federal law, or been convicted or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, tribal, or local) transaction or private agreement or transaction;

(c) is presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, tribal, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and/or

(d) has within a three-year period preceding this application had one or more public transactions (Federal, State, tribal, or local) terminated for cause or default.

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application. Where the Applicant or any of its principals was convicted, within a three-year period preceding this application, of a felony criminal violation under any Federal law, the Applicant also must disclose such felony criminal conviction in writing to the Department (for OJP Applicants, to OJP at Ojpcompliancereporting@usdoj.gov; for OVW Applicants, to OVW at OVW.GFMD@usdoj.gov; or for COPS Applicants, to COPS at AskCOPSRC@usdoj.gov), unless such disclosure has already been made.

3. FEDERAL TAXES

A. If the Applicant is a corporation, it certifies either that (1) the corporation has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to the Department (for OJP Applicants, to OJP at Ojpcompliancereporting@usdoj.gov; for OVW Applicants, to OVW at OVW.GFMD@usdoj.gov; or for COPS Applicants, to COPS at AskCOPSRC@usdoj.gov).

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application.

4. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, as implemented at 28 C.F.R. Part 83, Subpart F, for grantees, as defined at 28 C.F.R. §§ 83.620 and 83.650:

A. The Applicant certifies and assures that it will, or will continue to, provide a drug-free workplace by--

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about--

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the award be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the award, the employee will--

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of the employee's conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the Department, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title of any such convicted employee to the Department, as follows:

For COPS award recipients - COPS Office, 145 N Street, NE, Washington, DC, 20530;

For OJP and OVW award recipients - U.S. Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531.

Notice shall include the identification number(s) of each affected award;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

5. COORDINATION REQUIRED UNDER PUBLIC SAFETY AND COMMUNITY POLICING PROGRAMS

As required by the Public Safety Partnership and Community Policing Act of 1994, at 34 U.S.C. § 10382 (c)(5), if this application is for a COPS award, the Applicant certifies that there has been appropriate coordination with all agencies that may be affected by its award. Affected agencies may include, among others, Offices of the United States Attorneys; State, local, or tribal prosecutors; or correctional agencies.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, 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 subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

Accept

DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: City of Warner Robins Post Office Box 8629 Warner Robins, Georgia 31095 Congressional District, if known: 008	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: N/A Congressional District, if known:	
6. Federal Department/Agency: U.S. Department of Justice Office of Justice Programs Bureau of Justice Administration	7. Federal Program Name/Description: Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2019 Local Solicitation CFDA Number, if applicable: 16.738	
8. Federal Action Number, if known:	9. Award Amount, if known: \$ 36,884.00	
10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i> Government Solutions, LLC 285 Centennial Olympic Park Drive, Suite 2008 Atlanta, Georgia 30319	b. Individuals Performing Services <i>(including address if different from No. 10a)</i> <i>(last name, first name, MI):</i> Coleman, Terry; Matthews, Terry; Maxwell, Scott 1118 Ashton Bluff Drive, Suite A Atlanta, Georgia 30319	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature: _____ Print Name: _____ Title: City Attorney Telephone No.: (478) 302-5434 Date: _____	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)