

**PROGRAM NARRATIVE**

Description of the Issue

The City of Warner Robins is applying for funds from the Edward Byrne Memorial Justice Assistance Grant (JAG) program FY 2020 Local Formula Solicitation in order to fund a law enforcement program titled FY 2020 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. The agencies 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 \$35,636. The planned funding use of the FY 2020 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 2020 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 equipment to include computer hardware, computer accessories, and computer software to include user licenses for the software and maintenance/training costs for software as needed. Updates and additional purchases of equipment often leave WRPD in need of additional computer hardware and software to function at its greatest capacity.

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- HCSO will use grant funds to purchase a law enforcement vehicle to be used in the ordinary course for routine law enforcement patrol within Houston County, Georgia. 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 pay for labor that directly supports or enhances HCSO's technical capacity for collecting, processing, and analyzing data reported by HCSO deputies and then submitting the NIBRS data to the FBI. Funds will be used to pay overtime to presently employed and necessary support personnel to increase the number of hours worked by such personnel to process NIBRS data for submission to the FBI.

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 and the opportunity to fund overtime for support personnel to assist bringing HCSO in compliance with NIBRS reporting is incredible. There is always a need for updated and/or additional equipment and assistance of support personnel within the two agencies that is not always possible with budgeted funds. Under normal circumstances, the agencies would have to wait and see if the needed items and overtime would make it through the cuts in the next proposed budget cycle. The FY 2020 JAG Grant Law Enforcement Project will assist the agencies in meeting their current needs for equipment to include hardware/software and law enforcement cruisers and needed overtime for support personnel. WRPD's and HCSO's efforts to serve the community with the highest standards of excellence will be enhanced with better equipment and overtime for designated employees.

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### Capabilities and Competencies

The City of Warner Robins is fully capable and competent to implement the FY 2020 JAG Grant Law Enforcement Project. Since 2006, WRPD has obtained 50 public and privately funded grants valued at \$719,352. 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 management and will continue to assist with this project by handling the financial aspects of the grant. Within the last year, 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. WRPD will report the amount of funds allocated to purchase equipment by WRPD and HCSO during the reporting period.
2. Indicate the type of equipment purchased with JAG funds. WRPD will report the category and quantity of equipment purchased with JAG funds by WRPD and HCSO and the cost of the purchases during the reporting period.

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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 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 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 overtime paid to support personnel for processing NIBRS data and will be submitted as required.