

Resolution No. RS2019-1889

A resolution approving an application for a Victims of Crime Act (VOCA) grant from the Tennessee Department of Finance and Administration, Office of Criminal Justice Programs, to The Metropolitan Government of Nashville and Davidson County, acting by and through the Metropolitan Nashville Police Department, to fund the positions of Police Crisis Counselor II and Victim Advocate to enhance services and serve more victims.

WHEREAS, the Tennessee Department of Finance and Administration, Office of Criminal Justice Programs, is accepting applications for a Victims of Crime Act grant with an award of \$574,479.00 with an in-kind match of \$143,495.00 to fund the positions of Police Crisis Counselor II and Victim Advocate to enhance services and serve more victims; and,

WHEREAS, the Metropolitan Government is eligible to participate in this grant program; and,

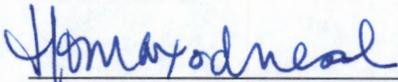
WHEREAS, it is to the benefit of the citizens of The Metropolitan Government of Nashville and Davidson County that this grant application be approved and submitted.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

Section 1. That the Metropolitan Government's application for a Victims of Crime Act grant with an award of \$574,479.00, a copy of which is attached hereto and incorporated herein, is hereby approved, and the Metropolitan Nashville Police Department is authorized to submit said application to the Tennessee Department of Finance and Administration, Office of Criminal Justice Programs.

Section 2. That this resolution shall take effect from and after its adoption, the welfare of The Metropolitan Government of Nashville and Davidson County requiring it.

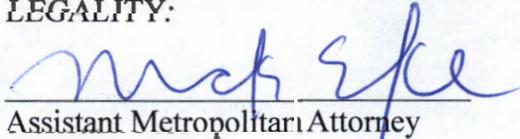
APPROVED AS TO AVAILABILITY
OF FUNDS:



Talia Lomax-Q'dneal, Director
Department of Finance

INTRODUCED BY:

APPROVED AS TO FORM AND
LEGALITY:



Assistant Metropolitan Attorney

Member(s) of Council

Electronic Signature Page

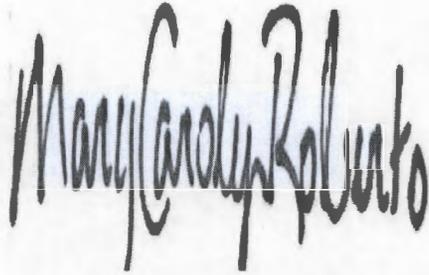
(Attach to Legislation Pursuant to Rule 8 of the Council Rules of Procedure)

Tanaka Vercher

Tanaka Vercher
Councilmember, District 28

Electronic Signature Page

(Attach to Legislation Pursuant to Rule 8 of the Council Rules of Procedure)

A handwritten signature in black ink that reads "Mary Carolyn Roberts". The signature is written in a cursive, flowing style.

Mary Carolyn Roberts
Councilmember, District 20

GRANT APPLICATION SUMMARY SHEET

Grant Name: VOCA - Law Enforcement Victim Coordinator 19-22

Department: POLICE DEPARTMENT

Grantor: U.S. DEPARTMENT OF JUSTICE

Pass-Through Grantor (If applicable): STATE OF TN OJCP

Total Applied: \$574,479.00

Metro Cash Match: \$0.00

Department Contact: Jim Stephens
880-2850

Status: NEW

Program Description:
Funding will be used to pay for salaries for a Police Counselor II and a Police Advocate over the next three years. In-kind match is \$143,495.

Plan for continuation of services upon grant expiration:
Project is totally grant funded and will cease upon expiration of the grant.

APPROVED AS TO AVAILABILITY OF FUNDS:

Jalyn Lomas-O'Neal
Director of Finance *CL* Date

APPROVED AS TO FORM AND LEGALITY:

Mark Eke 7/3/19
Metropolitan Attorney Date

APPROVED AS TO RISK AND INSURANCE:

TJ CW 7/3/19
Director of Risk Management Date
Services

Daniel Song 7/5/19
Metropolitan Mayor Date
(This application is contingent upon the approval of the application by the Metropolitan Council).

**Scope of Services/Project Narrative
Law Enforcement Victim Coordinator**

Implementing Agency: Metropolitan Nashville Government/Metro Nashville Police Dept/Family Intervention Program

PROBLEMS FOR INTERVENTION

Problem Description – How does your agency know that a victim coordinator is needed? This should be based on your agency's own data and/or other relevant sources. The problem statement should also identify the needs of the community based on this relevant and timely data.

The 2018 violent crime statistics reported to MNPd were: murder (89), forcible rape (578), street robbery (1,838), aggravated assault (4977), and D.V. reports (24,901). Although there were some slight increase and decreases in specific crimes, Nashville's UCR statistics showed a 4.8% increase in Part 1 offenses (combined # of murders, rape, aggravated assault, larceny, motor vehicle theft, larceny-theft and arson), and the total number of violent offenses was 7755(MNPd). The 2018 crime rate per 100,000 residents was 624.9 and higher than the national average of 394 (FBI UCR 2018). FIP consistently attempts to contact and offer services to all co-victims of homicide (survivors of the victim), adult victims of sexual violence, Hispanic victims of violent crimes, victims of aggravated assault, DV victims at high risk, as well as vulnerable populations of lesser crimes. FIP also receives referrals from entities serving victims of crime in our city, FBI, US Attorney's Office, entities in other states when the victim will be moving /returning to Nashville, community agencies, hospitals, self-referral with or without reporting to law enforcement, etc.

Nashville's estimated population of 691,243 (US Census Bureau 2017) is racially, ethnically, and religiously rich in diversity. The racial makeup of Nashville is 60% White (56% Non-Hispanic), 28% African American, .3% American Indian, .1% Native Hawaiian and Pacific islander, 2.5% more than 2 races, and 10% Hispanic Latino any race. The foreign-born population tripled between 1990 and 2000 (12,500 to 39,500) and has nearly doubled over the last decade. Nashville has the largest Kurdish community in the United States (11,000). Other nationalities with significant representation living in Nashville are Vietnamese, Cambodians, Laotians, Arabs, Bantus, and smaller communities of Somalis, Bhutanese, Bhutan, Pashtun, Pakistani, and Afghanistan. In 2012 Nashville had the fastest growing immigrant population in an American city, and in 2016, 30% of students enrolled in public schools spoke a language other than English (130 different languages).

There are many positives that come with the diversity in Nashville, and there are also challenges. Metropolitan Nashville Police Department's (MNPd) Family Intervention Program (FIP) wants to enhance and build upon their current outreach, advocacy, and counseling services that confront the unique challenges for victims of crimes who are immigrants and refugees. FIP plans to continue to reduce and where possible eliminate barriers to ensure all victims have equal access victim services in Nashville, TN.

MNPd's crime victim services have always been committed to providing culturally responsive, trauma informed, comprehensive crime victim services and criminal justice system support and advocacy to all crime victims. FIP's direct specialized services for LEP crime victims began in 1999, with the hiring of a bilingual (English/Spanish) social worker who worked with victims of domestic violence. In 2014, a second bilingual (English/Spanish) social worker, and a bilingual (English/Spanish)

advocate/outreach specialist were hired to work all victims of violent crimes in the Latino community. The advocacy/outreach services expanded again in 2018 when three additional advocate/outreach specialists were hired. Two of the specialists were bilingual (English/Spanish) assigned to work with crime victims in the Latino community and to provide interpreting / translation for MNPD detectives investigating violent crimes, and the third specialist providing advocacy/outreach in refugee and non-Hispanic immigrant communities. This advocacy/outreach position also provides cultural orientation training and cultural responsiveness consultation for professionals in the criminal justice system and for non-profits and governmental agencies serving victims of crime (Past 6 months: Davidson Co. D.A's and their Victim Witness Coordinators, YW DV program, End Slavery, MNPD Community Enhancement Officers).

A 2013 NIWAP (National Immigrant Women's Advocacy Project) survey found Latino Immigrant crime victims (domestic violence & sexual assault) did not report or did not follow through with investigations because of language barriers-LEP, fear of deportation, lack of knowledge of legal system, and did not trust police/prosecutors would help them. Barriers which mirrored those in the NIWAP report for refugee and immigrant crime victims in Nashville have been: missing and/or inaccurate information on police reports, limited or no contact with investigating officer and district attorneys (non-bilingual). Additional barriers these communities experienced were: unqualified interpreters, who are bias, generalize what was said, or left out information in the translation/interpretation. The last factor was many Latino female victims of sexual assault are uncomfortable with a male interpreter, which influenced what was reported.

The NIWAP survey also looked for factors influencing LEP immigrant victims' reporting crimes. The top four factors were: when concerned about children's safety (41%), Severity of the abuse (30%), victim knows another victim who was helped (25.2%), and *advocate working with police* (25.2%). The last two influences are additional factors which support our project- advocates working with police and assisting LEP immigrant victims.

FIP has utilized the information from the NIWAP survey in addition to knowledge gained from ethnic communities/leaders in Nashville to design and implement the specialized services for refugee and immigrant crime victims. Additional barriers identified:

- Crime victim resources may not have been available in their countries of origin, so victims simply do not know they exist.
- The actual or perceived lack of linguistically and culturally accessible crime victim services. Need equal access to services that are respectful of cultural values.
- Lived experiences. Immigrant and refugee communities may have fear of police or government agencies that are based in their lived experiences with authorities in their country of origin, anti-immigrant refugee rhetoric and abuse in the U.S., and word-of-mouth experiences from others in their community.
- Victims may not want their offender to be deported for many reasons including dangers to the offender in their home country, fear of retaliation from their offender's family, backlash from shared community, fear that family in their home country could be targeted by offender once deported, or offender is family member or partner.
- International relocation expose increases refugee and immigrant women's vulnerabilities to violence, their trauma from victimization may predate their entry into the US (Such as having

been victimized during war or during border crossing), and they are generally more isolated and may be actively targeted by aggressors who see them as socially and legally vulnerable.

For forty-four years the Metropolitan Nashville Police Department (MNPDP) has provided mental health services, advocacy, and criminal justice system support services to victims of violent crime. The Family Intervention Program (FIP) was established in 2016 by uniting MNPDP's Victim Intervention Program (VIP) Est. 1975 and the Domestic Violence Counseling Program (DVCP) Est. 1994. Staffed by licensed mental health professionals who provide 24/7 face-to-face crisis response (hospital/ crime scene), group and individual counseling, information and referral; and criminal justice system advocacy to victims of violent crime and/or vulnerable populations of lesser crimes. We enhanced specialized outreach, advocacy, and case management to underserved and vulnerable populations crime victims, targeting the Hispanic/Latino community and high crime-low income areas in 2014 and in 2018, enhanced outreach, advocacy, and case management for victims of crime in our refugee and non-Hispanic immigrants' communities.

FIP has consistently listened and learned from survivors and created services as we became aware and survivors voiced unmet needs. In doing so we were the founding agency that assisted with the creation of The Children's Memorial Garden (1996) honoring children whose lives were ended through violence and The Season to Remember (1994) remembering homicide victims during -Christmas, Kwanzaa, and Hanukkah. (This ceremony was duplicated in part, as the name, by the Governor and First Lady of Tennessee in 2003 to begin a state-wide ceremony). In addition, to our knowledge, we were first in Tennessee to provide a therapy/support group for survivors of homicide (1989), a bilingual homicide therapy group (Spanish/English) (2014), a psychoeducational support group for Hispanic robbery victims, (2016), and created presentations, storyboard, and PowerPoint on crime, laws, and our services- specifically designed for outreach in refugee communities (foreign born & interpreter friendly) (2018). Although our services have evolved, throughout our history, as our community and the community's needs have changed, FIP has always held to the premise that everyone affected by violent crime should be offered free and immediate crisis intervention and follow up counseling. The majority of the enhanced services listed above were only possible with VOCA grant funding.

NEEDS TO BE IMPROVED:

Information about the role of a victim coordinator/ positions you are requesting is written below. Enhance this section with relevant information about your project. Why do you need a victim coordinator? How will a victim coordinator improve victims' experience with law enforcement? Specify if specific victims of crime will be the focus of your project. You may change the section below in any way.

Currently, FIP has six counselors (PPC2) and two counseling specialist who provide CJS support/advocacy, crisis intervention, follow up, and on-going individual and group therapy to victims of violent crime (all ages). The PPC2 positions are on call 24/7, 365 days of the year to respond to victims of violent crime when requested by the responding officer/investigator. In addition, FIP has four outreach /advocate specialists (OAS). As stated earlier, three OAS positions work specifically with Latino immigrant crime victims, one working specifically with crime victims who are refugees and non-Hispanic immigrants and their ethnic communities, and one who providing outreach and advocacy services to all other crime victims. All of the OAS contacts victims when police reports are made as well as accepting referrals from other professionals or victim self- referrals. OAS provide information and referrals to crime victim services as well as social service to meet basic needs;

provide criminal justice system and personal advocacy/support related to the victimization, and assists with TN Criminal Injury Compensation applications and appeals. OAS's are also involved and connected to the unique communities they are targeting: providing information on services, identifying victims, learning about available resources; and participating on coalitions, task forces, etc.

There are unique roles and responsibilities the OAS positions working with Hispanic victims and with refugees and non-Hispanic victims because of the unique needs and challenges of the special populations they are providing services. FIP's culturally specific services have significantly increased the number of refugee and immigrant clients FIP serves. The increase of unique Hispanic individuals served, compared to the previous year: 250% increase 2014, 63% increase 2015, 100% increase 2016, 20% increase 2017, 100% 2018, and a 170% increase for the first quarter in 2019 compared to the first quarter in 2018. Unfortunately, FIP does not have statistics for refugees and non-Hispanic immigrants served prior to 2018, but the estimated numbers is 10 or less annually. With the addition of a refugee non- Hispanic outreach / advocate specialist, 42 non- Hispanic foreign born crime victims have received services, representing fifteen different countries of origin between June 1, 2018 and June 15, 2019.

- OAS positions working with Hispanic victims assist with facilitating robbery psychoeducational groups covering: trauma response, self-care, community resources/services and CIC because Hispanic individuals are targeted for robbery. Participants graduate after completing a total of 8 hours of group sessions. In the first six months of 2019, a total of 103 victims of robbery have graduated (average of fifteen to twenty participants in each group).
- OAS positions working with refugees and non-Hispanic immigrants participate in multiple outreach events because with the multiple languages and cultural/ethnic communities. Presentations are typically presented to one ethnic group in their community or church group. They also collaborate with refugee resettlement programs (educating staff and assisting with lessons for LEP classes focused on victimization and utilizing police) and with ethnic leaders to share resources and information with members in their community. Building trust and in these communities is complex due to the many different cultures, values, and concerns which vary in different ethnic communities. There are some multi-cultural events we are able to outreach to multiple ethnic communities i.e. NICE's (Nashville International Center for Empowerment) World Refugee Day, MNPS's annual EL SIFE (English Learners Students with Interrupted Formal Education) Family Day, Festival of the Nations, and other MNPS' LE students' Family Meetings.
- During the first year, (6/18-6/19) the OAS refugee and non-Hispanic specialist has reach out to leaders and community groups (Nepali, Ghanaian, Congolese, Kachin, Eritrean, Kurdish, Ukrainian, Sudanese, Zomi, Hindi, and Muslim) providing information on FIP services, the police, and the criminal justice system. She also listened to understand these communities concerns regarding police, CJS, reporting crime, and accessing crime victim services. There are additional communities this position will outreach to in the future to continue to build stronger trusting relationships within ethnic and religious communities before they will embrace available services.
- There is hesitancy in many of these communities to report crime, trust police, and utilized crime victim services. Enhancing our outreach services and staff who have experience and expertise providing services to refugees and immigrants will provide the opportunity for FIP to serve a greater number of crime victims in these underserved populations. (responding to victims of crime emotional and physical needs, assist primary and secondary victims of crime stabilize their lives after victimization, assist

victims to understand and participate in the CJS, provide victims with a measure of safety and security, assist with referrals to community service organizations, assist with CIC applications, and advocate for crime victims by educating the criminal justice system and crime victim services on cultural orientation as well as amplifying refugee and immigrant crime victim voices).

- Both of these OAS positions assist eligible victims with certification for U Visas.

FIP believes their current program designed to provide outreach, advocacy, counseling, and information / referrals services to refugee and immigrant crime victims has been effective but is limited due to current staffing. To enhance services and serve more victims, FIP is requesting funding for one counseling position (PPC2) and an outreach advocate specialist position (OAS). Individuals hired in these positions would be given priority if they are bilingual and/or have experience working with immigrants-refugees. At this time, FIP consistently has a wait list for counseling and support groups. The addition of these staff positions would allow FIP to provide services to more victims and to decrease the time victims have to wait for services. The requested positions would also assist with outreach events – identifying more victims of crime and building trust in law enforcement and crime victim services. FIP is also requesting funding for travel, training, equipment, supplies, and translation/interpretation services. Both of the positions would serve all victims of crime, prioritize counseling and/or advocacy and outreach services to refugee and immigrant crime victims.

PURPOSE

Listed below are examples of goals and objectives, which could address projects using evidence-based approaches. Applicants may develop their own goals and objectives for the project, and are allowed to reword the goals and objectives listed below to better fit agency priorities or mission statements.

- Goal 1: Improve access to crime victim services and the criminal justice system for all crime victims.
- Objective 1.1: Increase knowledge of vulnerable populations of crime victim resources and services.
- Objective 1.2: Increase victim's knowledge of their rights and the criminal justice system
- Objective 1.3: Reduce wait time for advocacy and therapeutic services
- Goal 2: Increase LEP refugee and immigrant crime victims access to reporting and prosecuting.
- Objective 2.1: Increase criminal justice system and crime victim services effective strategies to communicate and advocate for LEP crime victims.
- Objective 2.2: Increase accuracy and understanding of statements and information provided to and from LEP crime victims.

ACTIVITIES

Activities are what a project does with the inputs to fulfill its mission. This section should describe the planned activities, major interventions or program elements designed to accomplish the goals of the project. You should describe the activities to be employed by the project to achieve the desired results. For projects requesting multi-year funding, describe and delineate how activities may change over the period of the grant, if at all. Sample activities are below. Applicants may develop their own activities for the project, and are allowed to reword the activities listed below to better fit agency priorities or mission statements.

1. OAS and PCC2 will provide information on FIP services, the criminal justice system, and referral information at culturally specific events, health fairs, and community events. etc.
2. OAS and PCC2 will Contact victims for follow-up after the incident report is filed.
3. OAS and PCC2 will collaborate with local agencies: making and accepting referrals to maximize victims of crime receiving appropriate services.
4. OAS and PCC2 will collaborate with agencies serving multicultural communities, agencies serving specific ethnic communities, and leaders within ethnic communities to learn how to best provide services to individuals and the community at large when the need should arise.
5. OAS and PCC2 to attend task force, coalition, and community meetings related to immigrants/refugee issues
6. OAS and PCC2 priorities will be to meet will crime victims who request appointments for direct services.
7. Counselor (PCC2) to provide crisis intervention, individual/group counseling for crime victims.
8. OAS and PCC2 will outreach to victims of violent crimes to offer services.
9. OAS and PCC2 will informal and formally educate law enforcement, criminal justice system and crime victim services direct service staff of effective techniques/communication (trauma informed and culturally responsible) with crime victims.

IMPLEMENTATION TIMELINE FOR ACCOMPLISHING KEY GRANT ACTIVITIES

This section should include a comprehensive timeline with concrete implementation and execution dates. The structure of the timeline should be feasible, and outline the best scenario for achieving goals and objectives. Please add additional lines as necessary.

Activity/ Output	Position of Person Completing	Due Date for Completion
Interview/hire PPC2 and OAS	FIP supervisor	60-90 days from grant award
Purchase computer/phone/etc	Grant Manager	First week after staff hired
Orientation and training specific to FIP	FIP supervisor , experienced PPC and OASs	First two months after hiring
Training on TNCIC, VOCA reports, and victimization issues	FIP staff, depending on topic and expertise	Beginning when hired and on-going throughout life of grant
PPC2 and OAS to attend relevant monthly meetings, coalition, task force, etc.	Grant staff	Monthly- on-going

Allow for time to hire the person in the timeline.

INTENDED OUTPUTS (Products)

*This section should describe the outputs or internal measures of the amount of work done within the project. **Outputs are the direct products of program activities** and usually are measured in terms of the volume of work accomplished. Outputs refer to the completion of tasks you are required to accomplish over the course of the project.*

*The **required** output measures for VOCA are listed below. Complete each of the fields with a projection of the total outputs generated by your agency's project (for one year). VOCA requires that the outputs attributed to the project be based upon **VOCA funded staff/services only**. If the project has any additional outputs beyond those listed below, list them at the end of this section.*

Projected number of individuals who will receive services based on the presenting victimization type during the reporting period.

Victimization Type	Number
Adult Physical Assault (Simple Assault)	5
Adult Sexual Assault and Rape	4
Burglary	2
Domestic Violence	40
Stalking/Harassment	2
Survivors of Homicide Victims	2
Teen Dating Victimization	1
Violation of a Court (Protective) Order	2
Vandalism	0
Trespassing	0
Other	40
If other, please explain:	robbery

Projected number of individuals who will be assisted with a victim compensation application annually through this project. (Only project individuals who will receive assistance with **completing** a victim compensation application, simply providing an individual with an application or brochure does not qualify as assistance for this question.): 20

Projected number of individuals who will receive **Information and Referral** services annually through this project.

An example of an Information and Referral contact is direct communication with a victim to provide help in obtaining services. It is not simply handing out brochures or community service agency lists.

Information about the criminal justice process	100
Information about victim rights, how to obtain notifications, etc.	100
Referral to other victim service programs	65
Referral to other services, supports and resources (includes legal, medical, faith-based organizations, address confidentiality programs, etc.)	25

Projected number of individuals who will receive **Personal Advocacy/Accompaniment** services annually through this project: 80

An example of Advocacy is the linkage of victim to a community service provider. An example of Accompaniment is the actual going with the victim to the community service provider.

Law enforcement interview advocacy/accompaniment	10
Interpreter services	40

Projected number of individuals who will receive **Criminal/Civil Justice System Assistance** services annually through this project:

Notification of criminal justice system events <i>(e.g., case status, arrest, court proceedings, case disposition, release, etc.)</i>	45
Victim impact statement assistance	2
Assistance with restitution <i>(includes assistance in requesting and when collection efforts are not successful)</i>	0
Prosecution interview advocacy/accompaniment <i>(includes accompaniment with prosecuting attorney and with victim/witness)</i>	20

Any additional outputs that would benefit your community can be added here.

Law enforcement interviews **20**
Advocacy and accompaniment

INTENDED OUTCOMES (Results)

*Outcomes describe the difference the project will make for its participants and/or the community as a whole. The outcomes for a project should be **measurable** based upon a set of defined criteria. Project goals should be set for each criterion. For projects requesting multi-year funding, describe how outcomes may be expected to change over the period of the grant.*

The **Required Client Outcomes** are provided below:

Victims report that their sense of safety and security has increased:

My immediate sense of safety and security has increased as a result of the services I received from this agency.

Victims report an increase in knowledge about victims services.

I am more knowledgeable of the services and community resources available to victims.

Victims report an increase in knowledge about the criminal justice system.

I am more knowledgeable about the criminal justice system.

Victims express satisfaction with services.

I am satisfied with the services I have received through this agency.

Victims report an improved ability to plan for their safety.

I know more ways to plan for my safety.

Victims express an understanding of their victimization and its effect on their lives. (Increase in knowledge about victimization).

"I now know how being a victim may affect important aspects of my life."

INPUTS

This section should describe the factors your project requires to conduct its activities and to achieve its goals and objectives. For example, prosecutors need a good law enforcement investigation and evidence to be able to prosecute an offender effectively. Include your organization chart. Provide a brief description of grant funded position's responsibilities.

Include special degrees, educational requirements or experience which are requirements of the grant-funded positions. Outline the organizational structure including all who work with the project regardless of whether or not their salaries are grant funded. To what extent would this grant affect the overall project budget? Would this grant fund 80% of the entire project or are there other resources that would reduce the grants percentage? Give some detail.

This section should describe the resources your project requires to conduct its activities and to achieve its objectives.

As discussed early in this application, FIP is committed to enhancing its' culturally sensitive and linguistically specific services. These new positions will need to continue and enhance the work of other OAS and PCC working with crime victims. i.e. provided and/or linked clients to services they requested, advocated for clients within the criminal justice system and during TNCIC appeal hearings, outreach to education on FIP services, provide direct services, and listen to victims to identify barriers and address concerns. One activity specific for the PCC position, will be providing counseling services to victims of violent crime, with the priority of serving refugees and immigrants.

MNPD's Investigative services and community outreach officers; and Davidson County District Attorney's Office have all collaborated with FIP and made referrals. These collaborations will need to continue.

MNPD Family Intervention Program provides salaries and benefits for all staff not funded through the proposed budget and other VOCA grant funding. Those positions funded by MNPD are: Administrative Assistant (2), Supervisor (2), Police Crisis Counselor (5). In addition our agency provides office space, utilities, landlines, printers, and all other office equipment. These resources combined with the proposed budget, compliments and strengthens our program. This additional staffing would provide the program opportunity to reach additional underserved victims and decrease if not eliminate barriers the immigrant and refugee community have in accessing the criminal justice system support and agencies available to victims of crime.

Individual hired in the Advocate/Outreach position will need to be fluent in English and another language preference of Spanish or Arabic. A Bachelor degree in the arts and sciences would be preferred but not required. 1-2 years' experience working in social services, health care, public health, school system, criminal justice system, victim services preferred. Good communication and organizational skills, ability to work independently as well as in a group team setting.

Individual hired in the Police Crisis Counseling 2 position is required to have completed master's level in social work and/or other degree related to behavioral health services, be a licensed mental health professional, have a minimum of two years clinical experience, preferably bilingual in Spanish or Arabic and/or experience in working with refugees/immigrants in a therapeutic setting.

DATA COLLECTION PROCEDURE

Describe the data collection procedures you will undertake to collect and report the outputs and outcomes of the planned services or interventions. E.g. stakeholder questionnaires, client satisfaction surveys, case records, etc. Describe how you will document your activities and collect the data you will report for the

quarterly PMT reports and OCJP Annual Report. In addition, describe how your agency will use the data collected to evaluate the goals of the project and the work performed and plan accordingly.

Describe the process for collecting the required VOCA outcome data at the individual client level. All projects must collect outcome measurement data for evaluation of client services.

DATA COLLECTION PROCEDURE

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How and when is the demographic data collected?

The demographic information is collected from the police report or directly from the victim (in person or over the phone depending on the circumstances of first contact). Each staff member maintains the demographic information on a monthly client form and utilized case records. Staff enter their statistic into the spreadsheet and program manager can check and retrieve data for State quarterly and annual report. The supervisor reviews and aggregates the output data prior to submitting report. Services are also tabulated by the O/A as they are provided and documented on the PTM report. Program manager also reviews these entries prior to submitting the monthly and annual report to the State.

The output data will be used to determine who is utilizing our services. From this information the program can determine if there should be specific outreach or changes made within our program to accommodate all victims. We will also look for trends or changes and attempt through analysis to see why the change/s, determine if it is a change we want to maintain, or eliminate in the future - and then determine what it is our program needs to do in the future to receive the desired end result/s.

Staff will also provide supervisor with an on-going report of taskforces, coalitions, community meetings attended; outreach completed, etc.

How and When will Outcome Data be collected?

Clients who receive services from the OAS will complete a survey after they have received services (may be after 1 or several visits). If the survey is not completed then, there will be an attempt to contact the victim by phone by a staff person other than the OAS who provided the service. The victims are completing the surveys confidentially and anonymously when completed in the office. By phone their answers will also be anonymous. The data collection tool is a paper survey that is either completed by the victim in person at VIP office or client's answers are filled in by a staff person over the telephone. If victim does not read, a non-service provider will assist with the completion of the survey by reading the questions and explaining how victim can complete in a private area of the office. We are hopeful in the future crime victims will be able to complete the survey on a computer.

COLLABORATION ACTIVITIES

*Collaboration is defined as a mutually beneficial and well-defined relationship entered into by two or more organizations to achieve results they are more likely to achieve together than alone. Collaboration should describe the ongoing working relationship where ideas are exchanged a common purpose and common goals are planned and attained. Describe the collaborations your agency has with community partners serving victims and describe how this position will work with those agencies. Letters of Support from victim services agencies are encouraged. **All applicants are strongly encouraged to collaborate with other agencies to achieve similar goals.***

La Encuentro Latino "Latino Meet" which is sponsored by Mental Health America of Middle TN by their Multicultural Outreach coordinator. A different agency serving the Latino community is highlighted each month and everyone attending has the opportunity to network and share upcoming events with all attending.

Dando Valor "Giving Encouragement" this organization is comprised of Latino MNPD employees and Office of the District Attorney's Office. They are targeting Latino community groups in high crime areas to encourage them to report crime, improve relationships with law enforcement and prosecutors, and to build trust within the Latino community.

TN Hispanic Police Officers Association: mission is promoting and developing friendly relationships between law enforcement and Hispanic Community while building friendly and fraternal relationships within the members of this association. FIP bilingual staff can be "honorary" members

Office of the District Attorney: Collaborate by working closely with staff responsible for U Visa certification, connecting crime victims with appropriate personnel, mutually updates from each agency regarding information on U Visas and Victim input.

Davidson County Voices for Victims: A group of non-profits and governmental agencies in Davidson County who join together to plan an annual ceremony for National Crim Victims' Rights Week in April each year. VIP staff has been responsible for the translation of the invitation and program over the past years and have bilingual staff attend to assist Spanish LEP families who attend.

Mayor's Sexual Assault Response Taskforce: Lead by the Public Health Department, this is a collaboration of governmental and non-profit agencies serving sexual assault victims, community hospitals that has meet for approximately 1 year and has created a plan to decrease barriers for sexual assault victims to receive medical legal exams in Davidson County.

Davidson County SART : Collaboration with the MNPD /Family Intervention Program, Sexual Assault Center, Office of the District Attorney, MNPD/Sex Crime Unit and MGH/SANE Nurses. Since inception in June 2013, VIP and DVCS have been involved with the monthly meetings.

Nashville Domestic Violence Coalition: Collaboration of non-profit and governmental agencies in Davidson county serving victims of domestic violence. Refugee/ immigrant specialist participates on the Coalition's

FBI, Victim Witness Services: Collaborate with the Middle TN Victim Services coordinator when federal victims are in the Nashville area and need services VIP provides. One of the most recent referrals was a Hispanic father of a victim of the Orlando nightclub mass shooting.

Family and Children's Services: Non-profit counseling center serving our community. FIP collaborates with this agency by receiving and giving referrals for services. FCS also has a trauma therapist who is available 2-3 days per week to meet with clients and their families at the FIP offices at the Family Safety Center. They also have a staff therapist (bilingual) at Casa Azafran which we coordinate with for client services.

Juvenile Restorative Justice Victim Advisory Council: Two FIP staffs are members of this advisory council, organized to advise the Raphah Institute regarding their juvenile restorative justice program, assisting the program to be victim driven and responsive.

Season to Remember: Collaboration with FIP, Davidson County District Attorney's Victim Witness Services, US Attorney of Middle TN Victim Witness Services, TN Voices for Victims and envisioned by a MNPD Victim Intervention Program Homicide Group member 25 years ago whose mother had been murdered. This ceremony honoring murder victims during the seasons of Hanukkah, Kwanzaa, and Christmas is annually attended by over 200 friends and family members of homicide victims in Centennial Park. Handmade ornaments are hung as well as the lighting of the kinara and menorah.

Meet Me at the Bridge: An annual ceremony to remember Domestic violence victims who have lost their lives to violence in the past year. The ceremony is every October during Domestic Violence Month. A collaborative effort of all organizations involved in the Nashville Domestic Violence Coalition. In 2016 DV sworn and civilian staff received awards for their outstanding work in the fight to end domestic violence.

MyCity Academy: Over the course of seven months, MyCity participants meet with leaders from Metro departments and tour Metro facilities. In doing so, they gain a better understanding of how their government works and learn how to resolve issues and obtain information. Upon graduation, MyCity participants are able to help their communities understand and access government services. MyCity graduates also have the opportunity to interact with New Americans from other communities through their participation in the MyCity alumni network. In 2018, FIP presented information on the refugee and immigrant services and how the services can be accessed.

UPON COMPLETION OF THIS SCOPE OF SERVICE/NARRATIVE SAVE A COPY AND SUBMIT IT ALONG WITH YOUR BUDGET FORM TO OCJP VIA THE E-MAIL NOTED IN SOLICITATION.

GRANT BUDGET				
Metro Nashville Gov./MNPDPVIP Program				
VOCA				
VOCA Law Enforcement Victim Coordinator				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following Applicable Period: BEGIN: 09/01/2019 END: 8/31/2020				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE MATCH	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$130,106.00	\$0.00	\$130,106.00
4, 15	Professional Fee, Grant & Award ²	\$6,000.00	\$0.00	\$6,000.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$12,000.00	\$0.00	\$12,000.00
11, 12	Travel, Conferences & Meetings ²	\$22,500.00	\$0.00	\$22,500.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$3,873.00	\$0.00	\$3,873.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$43,495.00	\$43,495.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
n/a	Grantee Match Requirement (for any amount of the required Grantee Match that is <u>not</u> specifically delineated by budget line-items above)	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$174,479.00	\$43,495.00	\$217,974.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A.*

² Applicable detail follows this page if line-item is funded.

³ A Grantee Match Requirement is detailed by this Grant Budget, and the maximum total amount reimbursable by the State pursuant to this Grant Contract, as detailed by the "Grant Contract" column above, shall be reduced by the amount of any Grantee failure to meet the Match Requirement.

**CASH MATCH SHOULD BE REFLECTED IN THE TOTAL PROJECT AMOUNT IN THE SUMMARY AND
DETAIL PAGES WHEN APPLICABLE**

GRANT BUDGET LINE-ITEM DETAIL:

Metro Nashville Gov./MNPDP/VIP Program
VOCA
VOCA Law Enforcement Victim Coordinator

SALARIES, BENEFITS & TAXES	AMOUNT
	\$0.00
Position 1: Police Crisis Counselor II, \$74914, 100% (10 Months) salary and benefits	\$74,914.00
Position 2: Victim Advocate, \$55205, 100% (10 months) salary and benefits	\$55,192.00
Our hiring process is extensive- November 1 start date	\$0.00
	\$0.00
TOTAL	\$130,106.00

Note: Benefits must be calculated at the same or lesser percentage as the salary for each position.

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Translation and interpretation services for counseling and advocacy services for LEP victims of crime, primary and secondary.	\$6,000.00
	\$0.00
	\$0.00
TOTAL	\$6,000.00

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Equipment: computers (\$3000)-(two laptop and accessories) cell phones (\$500)	\$4,000.00
Supplies: (2)cell phones service(\$138/month) ,(2) aircards service (\$200/month) office supplies, file cabinets,desk/work table, and out reach supplies	\$6,000.00
printing of multiple brochures and outreach materials- in multiple languages	\$2,000.00
	\$0.00
	\$0.00
TOTAL	\$12,000.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel: court, meetings, outreach, etc.	\$1,000.00
Training and Conferences Attended by Agency Staff::Local workshops, State/Regional Conferences and National Trainings/Conferences for agency staff (advocate/counselor) registration included- Applicable Conus Rates will be used for all travel., registration included.	\$21,500.00
	\$0.00
TOTAL	\$22,500.00

INSURANCE	AMOUNT
	\$0.00
TOTAL	\$0.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Tranportation for crime victim to receive services and particiapte in the CJS process- bus, taxi, Uber, Lift) . Will request OCJP approval of contracted costs with carriers.	\$3,873.00
	\$0.00
TOTAL	\$3,873.00

\$0.00	TOTAL
AMOUNT	DEPRECIATION

OTHER NON-PERSONNEL	AMOUNT
	\$0.00
TOTAL	\$0.00

CAPITAL PURCHASE	AMOUNT
	\$0.00
TOTAL	\$0.00

INDIRECT COST	AMOUNT
Description of Indirect Costs: Indirect Costs at 20% Cost Allocation Plan	\$43,495.00
TOTAL	\$43,495.00

IN-KIND EXPENSE	AMOUNT
	\$0.00
	\$0.00
	\$0.00
	\$0.00
TOTAL	\$0.00

GRANT BUDGET				
Metro Nashville Gov/MNPD/VIP Program				
VOCA				
VOCA Law Enforcement Coordinator				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period:		BEGIN: 09/01/2020	END: 8/31/2021	
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE MATCH	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$159,850.00	\$0.00	\$159,850.00
4, 15	Professional Fee, Grant & Award ²	\$7,000.00	\$0.00	\$7,000.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$10,000.00	\$0.00	\$10,000.00
11, 12	Travel, Conferences & Meetings ²	\$19,277.00	\$0.00	\$19,277.00
13	Interest ²			\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$3,873.00	\$0.00	\$3,873.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$50,000.00	\$50,000.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
n/a	Grantee Match Requirement (for any amount of the required Grantee Match that is <u>not</u> specifically delineated by budget line-items above)	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$200,000.00	\$50,000.00	\$250,000.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A.* (posted on the Internet at: <https://www.tn.gov/content/dam/tn/finance/ocip/Appendix J Policy 03 Report>.)

² Applicable detail follows this page if line-item is funded.

³ A Grantee Match Requirement is detailed by this Grant Budget, and the maximum total amount reimbursable by the State pursuant to this Grant Contract, as detailed by the "Grant Contract" column above, shall be reduced by the amount of any Grantee failure to meet the Match Requirement.

**CASH MATCH SHOULD BE REFLECTED IN THE TOTAL PROJECT AMOUNT IN THE SUMMARY AND
DETAIL PAGES WHEN APPLICABLE**

GRANT BUDGET LINE-ITEM DETAIL:

Metro Nashville Gov./MNPDP/VIP Program
VOCA
VOCA Law Enforcement Victim Coordinator

SALARIES, BENEFITS & TAXES	AMOUNT
Summary of individual positions that will support project activities. Review Instructions for examples.	\$0.00
Position 1: Police Crisis Counselor II, \$92105, 100%	\$92,105.00
Position 2: Victim Advocate, \$67745, 100%	\$67,745.00
	\$0.00
	\$0.00
TOTAL	\$159,850.00

Note: Benefits must be calculated at the same or lesser percentage as the salary for each position.

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Translation and interpretation services for counseling and advocacy services for LEP crime victims- primary and secondary	\$7,000.00
	\$0.00
	\$0.00
TOTAL	\$7,000.00

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
cell phones(\$138) and aircards (\$200) monthly charges	\$4,065.00
Office supplies, outreach materials, and printing of outreach materials /brochure/business cards	\$5,935.00
	\$0.00
	\$0.00
TOTAL	\$10,000.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel: court, meetings, outreach, etc.	\$2,000.00
Training and Conferences Attended by Agency Staff:(counselor/advocate) National, Regional, State, Local. Registration /fee for training. Applicable Conus Rates will be used	\$17,277.00
	\$0.00
	\$0.00
TOTAL	\$19,277.00

INSURANCE	AMOUNT
	\$0.00
TOTAL	\$0.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Transportation for crime victims to receive services and participate in the CJS process. (Bus, Taxi, Uber, Lift).	\$3,873.00
	\$0.00
TOTAL	\$3,873.00

\$0.00	DEPRECIATION
\$0.00	TOTAL
AMOUNT	

OTHER NON-PERSONNEL	AMOUNT
	\$0.00
TOTAL	\$0.00

CAPITAL PURCHASE	AMOUNT
	\$0.00
TOTAL	\$0.00

INDIRECT COST	AMOUNT
Description of Indirect Costs: Indirect Costs at 20% Cost Allocation Plan	\$50,000.00
TOTAL	\$50,000.00

IN-KIND EXPENSE	AMOUNT
	\$0.00
	\$0.00
	\$0.00
	\$0.00
TOTAL	\$0.00

GRANT BUDGET				
Metro Nashville Gov/MNPD/VIP Program				
VOCA				
VOCA Law Enforcement Victim Coordinator				
The grant budget line-item amounts below shall be applicable only to expense incurred during the following				
Applicable Period: BEGIN: 09/01/2021 END: 8/31/2022				
POLICY 03 Object Line-item Reference	EXPENSE OBJECT LINE-ITEM CATEGORY ¹	GRANT CONTRACT	GRANTEE MATCH	TOTAL PROJECT
1, 2	Salaries, Benefits & Taxes ²	\$163,667.00	\$0.00	\$163,667.00
4, 15	Professional Fee, Grant & Award ²	\$7,000.00	\$0.00	\$7,000.00
5, 6, 7, 8, 9, 10	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications ²	\$8,000.00	\$0.00	\$8,000.00
11, 12	Travel, Conferences & Meetings ²	\$17,460.00	\$0.00	\$17,460.00
13	Interest ²	\$0.00	\$0.00	\$0.00
14	Insurance ²	\$0.00	\$0.00	\$0.00
16	Specific Assistance To Individuals ²	\$3,873.00	\$0.00	\$3,873.00
17	Depreciation ²	\$0.00	\$0.00	\$0.00
18	Other Non-Personnel ²	\$0.00	\$0.00	\$0.00
20	Capital Purchase ²	\$0.00	\$0.00	\$0.00
22	Indirect Cost ²	\$0.00	\$50,000.00	\$50,000.00
24	In-Kind Expense ²	\$0.00	\$0.00	\$0.00
n/a	Grantee Match Requirement (for any amount of the required Grantee Match that is <u>not</u> specifically delineated by budget line-items above)	\$0.00	\$0.00	\$0.00
25	GRAND TOTAL	\$200,000.00	\$50,000.00	\$250,000.00

¹ Each expense object line-item shall be defined by the Department of Finance and Administration Policy 03, *Uniform Reporting Requirements and Cost Allocation Plans for Subrecipients of Federal and State Grant Monies, Appendix A.* (posted on the Internet at: [https://www.tn.gov/content/dam/tn/finance/ocip/Appendix J Policy 03 Report](https://www.tn.gov/content/dam/tn/finance/ocip/Appendix_J_Policy_03_Report))

² Applicable detail follows this page if line-item is funded.

³ A Grantee Match Requirement is detailed by this Grant Budget, and the maximum total amount reimbursable by the State pursuant to this Grant Contract, as detailed by the "Grant Contract" column above, shall be reduced by the amount of any Grantee failure to meet the Match Requirement.

**CASH MATCH SHOULD BE REFLECTED IN THE TOTAL PROJECT AMOUNT IN THE SUMMARY AND
DETAIL PAGES WHEN APPLICABLE**

GRANT BUDGET LINE-ITEM DETAIL:

Metro Nashville Gov./MNP/VIP Program
VOCA
VOCA Law Enforcement Victim Coordinator

SALARIES, BENEFITS & TAXES	AMOUNT
Summary of individual positions that will support project activities. Review Instructions for examples.	\$0.00
Position 1: Police Crisis Counselor II, \$94379, 100%	\$94,379.00
Position 2: Victim Advocate, \$69288, 100%	\$69,288.00
	\$0.00
	\$0.00
TOTAL	\$163,667.00

Note: Benefits must be calculated at the same or lesser percentage as the salary for each position.

PROFESSIONAL FEE, GRANT & AWARD	AMOUNT
Translation and interpretation services for counseling and advocacy services for LEP victims of crime- primary and secondary.	\$7,000.00
	\$0.00
	\$0.00
TOTAL	\$7,000.00

SUPPLIES (includes "Sensitive Minor Equipment"), TELEPHONE, POSTAGE & SHIPPING, OCCUPANCY, EQUIPMENT RENTAL & MAINTENANCE, PRINTING & PUBLICATION	AMOUNT
Cell phones (\$138) and Aircards (\$200)- Monthly charges	\$4,065.00
Supplies: office supplies, outreach supplies, printing of brochures and outreach materials	\$3,935.00
	\$0.00
	\$0.00
	\$0.00
TOTAL	\$8,000.00

TRAVEL, CONFERENCES & MEETINGS	AMOUNT
Local Travel: meetings, court, and outreach	\$1,500.00
Training and Conferences Attended by Agency Staff:	\$15,960.00
	\$0.00
TOTAL	\$17,460.00

INSURANCE	AMOUNT
	\$0.00
TOTAL	\$0.00

SPECIFIC ASSISTANCE TO INDIVIDUALS	AMOUNT
Description of Specific Assistance to Individuals: Transportation for crime victims to receive services and to participate in the CJS process. (Bus, Taxi, Uber, Left)	\$3,873.00
	\$0.00
TOTAL	\$3,873.00

DEPRECIATION	AMOUNT
Description of Depreciation:	\$0.00

OTHER NON-PERSONNEL	AMOUNT
Prior approval required by OCJP before budgeting in this line. Specific, Descriptive, Detail required.	\$0.00
TOTAL	\$0.00

CAPITAL PURCHASE	AMOUNT
Description of Capital Purchases:	\$0.00
TOTAL	\$0.00

INDIRECT COST	AMOUNT
Description of Indirect Costs: Indirect Costs at 20% Cost Allocation Plan	\$50,000.00
TOTAL	\$50,000.00

IN-KIND EXPENSE	AMOUNT
	\$0.00
	\$0.00
	\$0.00
	\$0.00
TOTAL	\$0.00

\$0.00

TOTAL

Tennessee Department of Finance and Administration
Office of Criminal Justice Programs
312 Rosa Parks Ave, Ste. 1800
Nashville, TN 37243-1102

CERTIFICATION OF MATCH SOURCE

I certify that I understand the match obligation for this funding. No federal dollars (including pass through funds from other state departments) will be used to match the funds received.

I also certify that Metro Nashville Government (name of awarded agency recipient) has the following match sources:

Cash (Any cash spent on allowable expenses funded by unrestricted funds)

Source of cash match: _____

In-Kind (i.e., volunteer time, 100% donated space, donated goods given to clients)

Source of in-kind match: indirect cost at 20% Cost Allocation Plan

I further certify that I have read and understand the requirements for cash and in-kind match, including documentation of in-kind, as specified in the online OCJP Grants Manual.

SUBMITTED BY:

Signature: _____

Samir Mehic

Date: _____

6/28/19

Name: _____

SAMIR MEHIC
(Authorized Official)

Title: _____

EXECUTIVE ADMINISTRATOR

Other Grant Funds – Application Attachment

Agency Name: Metropolitan Nashville Police Department

Date: 05/28/2019

Other Grant Funds Table Instructions:

Use the table below to list **all** grant funds (federal, state, local, and private) which have been applied for or awarded. A grant is award of funding for which the agency submits an application or proposal, and receives an award of funding that is subject to compliance and reporting. This should also include any appropriations received from units of State or local government as well. Only report funds to be used during the 2019 fiscal year timeframe (July 1, 2018-June 30, 2019) as they relate to the criminal justice projects and/or the victim service project for which funding from OCJP has been requested.

Provide the fund source name (i.e., U.S. Department of Justice), the grant number/ID, the time period of the funding, the amount of funds for FY2019, whether the grant is in the application phase or has been awarded and the general purpose of these funds as utilized by your agency. *If an application results in a grant award please notify your OCJP program manager.*

All grantees must inform OCJP of any new federal grant applications or awards for the life of their OCJP grant.

Note: If your agency already has a similar fund source tracking document, then you may submit that document with your OCJP grant application in place of this form. Contact your OCJP program manager with any questions.

Grant Funding Source	Grant Number / ID	Time Period of Funding	Applied Y/N	Awarded Y/N	Federal, State, Local, or Private	Amount of Funding	Purpose of Funds
State of Tennessee	32242	07/01/18-06/30/20	Y	Y	State	748,000.00	Victim Service Coordinator
State of Tennessee	26639	07/01/15-06/30/20	Y	Y	State	449,602.00	Victims of Crime

FY2019 Other Grant Funds – Application Attachment

Agency Name: Metropolitan nashville Police Department

Date: 05/28/2019

Grant Funding Source	Grant Number / ID	Time Period of Funding	Applied Y/N	Awarded Y/N	Federal, State, Local, or Private	Amount of Funding	Purpose of Funds
US Department of Justice	2016-DJ-BX-0674	10/01/15-09/30/19	Y	Y	Federal	168,138.00	Police Support (JAG)
US Department of Justice	2017-DJ-BX-0418	10/01/16-09/30/20	Y	Y	Federal	162,454.00	Police Support (JAG)
US Department of Justice	2018-DJ-BX-0348	10/01/17-09/30/21	Y	Y	Federal	165,772.00	Police Support (JAG)
State of Tennessee	31701-06232	07/01/17-06/30/21	Y	Y	State	240,000.00	Internet Crimes Against Children
State of Tennessee	Z19THS190	10/01/18-09/30/19	Y	Y	State	381,000.00	DUI Enforcement
State of Tennessee	Z19THS378	10/01/18-09/30/19	Y	Y	State	12,000.00	Motorcycle Enforcement

NON-SUPPLANTING CERTIFICATION

This is to certify that I have read, understand, and agree to ensure that federal funds will not be used to supplant or replace funds or other resources that would otherwise have been made available or previously budgeted for this project.

Name and Title of Authorized Official: Michael S Anderson, Chief of Police

Name and Address of Authorizing Agency: Metropolitan Nashville Police Department
600 Murfreesboro Pike, Nashville TN. 37219

"The Authorized Official certifies that to the best of his or her knowledge and belief that the information contained in this certification is correct and in accordance with the requirements of the application guidelines. The Authorized Official also certifies that the person named below is either the person legally responsible for committing the applying agency to this certification, or is executing this certification with the informed consent of the authorizing person (named and described in attachment A)."

Supplanting defined

Federal funds must be used to supplement existing funds for program activities and must not replace State or local funds that have been appropriated for the same purpose. Supplanting shall be the subject of application review, as well as pre-award review, post-award monitoring, and audit.

Supplanting and job retention

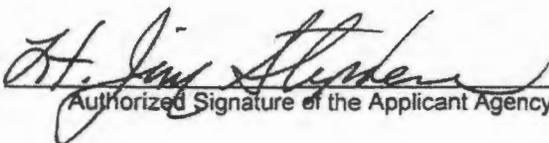
A grantee may use federal funds to retain jobs that, without the use of the federal money, would be lost. If the grantee is planning on using federal funds to retain jobs, it must be able to substantiate that, without the funds, the jobs would be lost. Substantiation can be, but is not limited to, one of the following forms: an official memorandum, official minutes of a county or municipal board meeting or any documentation, that is usual and customarily produced when making determinations about employment. The documentation must describe the terminated positions and that the termination is because of lack of the availability of State or local funds.

Certification: I certify, by my signature at the end of this form, that I have read and am fully cognizant of our duties and responsibilities under this Certification. *(Please click the box to the left)*

NAME, TITLE, AND ADDRESS OF CERTIFYING DESIGNEE (IF DIFFERENT FROM AUTHORIZED OFFICIAL):
(Please click & complete the name, title, & address form field text boxes below, if applicable)

Certifying Designee's Name: Jim Stephens
Certifying Designee's Title: Lieutenant, Strategic Development Division
Certifying Designee's Address: 600 Murfreesboro Pike Suite 202K
Certifying Designee's Address: Nashville, TN. 37129

Please complete all certifications, print them, and then sign & date each certification


Authorized Signature of the Applicant Agency:

05/28/2019
Date:



Tennessee Department of Finance and Administration
Office of Criminal Justice Programs
312 Rosa Parks Ave, Ste. 1800
Nashville, TN 37243-1102

High-Risk Designation Certification

The Office of Criminal Justice Programs (OCJP) subrecipients of Department of Justice (DOJ) funds are required to disclose whether the subrecipient is designated "high risk" by a federal grant-making agency. If the subrecipient is designated "high risk" by a federal grant-making agency, currently or at any time during the course of the period of performance under this award, **the subrecipient must disclose that fact and certain related information to Office of Criminal Justice Programs (OCJP) by emailing the Program Manager.**

For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following:

1. The federal awarding agency that currently designates the recipient high risk,
2. The date the recipient was designated high risk,
3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and
4. The reasons for the high-risk status, as set out by the federal awarding agency.

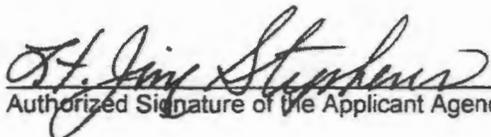
The recipient agrees to comply with any additional requirements that may be imposed by the OCJP during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

Name and Title of Authorized Official or Designee:

Lt. Jim Stephens

Name and Address of Authorizing Agency:

Nashville Metropolitan Police Dept.
600 Murfreesboro Pike
Nashville, TN. 37129


Authorized Signature of the Applicant Agency or Designee

5/28/2019
Date

**Instructions for Certification Regarding Debarment, Suspension,
Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions (Sub-
recipients)**

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certificate, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549.
5. The prospective lower tier participation agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause title "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may check the Non-procurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

CERTIFICATION REGARDING DEBARMENT, ET AL (CONTINUED)
(PAGE 2 OF 3)

US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE COMPTROLLER

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION
LOWER TIER COVERED TRANSACTIONS
(SUB-RECIPIENTS)**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 28 CFR part 67, section 67.510, and Participants' responsibilities. The regulations were published as part vii of the May 26, 1988 Federal Register (pages 19160-19211)

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON PREVIOUS PAGE)

(1) The applicant certifies that it and its principals:

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

(b) 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;

(c) 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 paragraph (1)(b) of this certification; and

(d) 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; and

(2) Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

Name and Title of Authorized Official: Michael S, Anderson, Chief of Police

Name and Address of Authorizing Agency: Metropolitan Nashville Police Dept.
600 Murfreesboro Pike P.O. Box 196399
Nashville, Tennessee
37219-6399

"The Authorized Official certifies that to the best of his or her knowledge and belief that the information contained in this certification is correct and in accordance with the requirements of the application guidelines. The Authorized Official also certifies that the person named below is considered to be certifying this application, and is either the person legally responsible for committing the applying agency to this certification, or is executing this certification with the informed consent of the authorizing person (named and described in attachment A)."

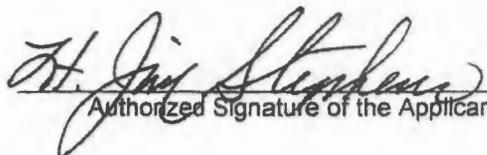
X Certification: I certify, by my signature at the end of this form, that I have read and am fully cognizant of our duties and responsibilities under this Certification. *(Please click the box to the left)*

CERTIFICATION REGARDING DEBARMENT, ET AL (CONTINUED)
(PAGE 3 OF 3)

NAME, TITLE, AND ADDRESS OF CERTIFYING DESIGNEE (IF DIFFERENT FROM AUTHORIZED OFFICIAL):
(Please click & complete the name, title, & address form field text boxes below, if applicable)

Certifying Designee's Name: Jim Stephens
Certifying Designee's Title: Lieutenant Strategic Development Division, Grants Unit
Certifying Designee's Address: 600 Murfreesboro Pike, Suite 202K
Certifying Designee's Address: Nashville, Tennessee, 37219-6399

Please complete all certifications, print them, and then sign & date each certification


Authorized Signature of the Applicant Agency:


Date:

