



**BJA FY 17 Edward Byrne Memorial Justice Assistance
Grant (JAG) Program - Local Solicitation** 2017-H2342-OR-DJ


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APPLICATION FOR FEDERAL ASSISTANCE		2. DATE SUBMITTED	Applicant Identifier
1. TYPE OF SUBMISSION Application Non-Construction	3. DATE RECEIVED BY STATE		State Application Identifier
	4. DATE RECEIVED BY FEDERAL AGENCY		Federal Identifier
5. APPLICANT INFORMATION			
Legal Name City of Portland		Organizational Unit Portland Police Bureau	
Address 1120 SW Fifth Avenue Room 1250 Portland, Oregon 97204-1912		Name and telephone number of the person to be contacted on matters involving this application Clark, Michael (503) 823-6862	
6. EMPLOYER IDENTIFICATION NUMBER (EIN) 93-6002236		7. TYPE OF APPLICANT Municipal	
8. TYPE OF APPLICATION New		9. NAME OF FEDERAL AGENCY Bureau of Justice Assistance	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 16.738 CFDA: Edward Byrne Memorial Justice Assistance TITLE: Grant Program		11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT 2017 Portland Metropolitan Area Law Enforcement Community Justice Assistance Grant (JAG) Program	
12. AREAS AFFECTED BY PROJECT The cities of Portland and Gresham and the county of Multnomah, Oregon			
13. PROPOSED PROJECT Start Date: October 01, 2016 End Date: September 30, 2020		14. CONGRESSIONAL DISTRICTS OF a. Applicant b. Project OR01 OR03 OR05	
15. ESTIMATED FUNDING		16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
Federal	\$385,515		

Exhibit A

Applicant	\$0	Program has not been selected by state for review
State	\$0	
Local	\$0	
Other	\$0	
Program Income	\$0	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?
TOTAL	\$385,515	
N		
18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.		

 Ted Wheeler, Mayor

 Date

Exhibit A



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Assurances and Certifications

To the best of my knowledge and belief, all data in this application/preapplication is true and correct, the document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is awarded.

Your typed name, in lieu of your signature represents your legal binding acceptance of the terms of this application and your statement of the veracity of the representations made in this application. The document has been duly authorized by the governing body of the applicant and the applicant will comply with the following:

1. [Assurances](#)
2. [Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace requirements.](#)

If you are an applicant for any Violence Against Women grants, this includes the Certification of Compliance with the Statutory Eligibility Requirements of the Violence Against Women Act.

* - Indicates required field

*Prefix:	Mayor <input type="text"/>
Prefix (Other):	<input type="text"/>
*First Name:	Ted <input type="text"/>
Middle Initial:	<input type="text"/>
*Last Name:	Wheeler <input type="text"/>
Suffix	Suffix: <input type="text"/>
Suffix (Other):	<input type="text"/>
*Title:	Mayor <input type="text"/>
*Address Line 1:	1120 SW Fifth Avenue <input type="text"/>
Address Line 2:	Room 1250 <input type="text"/>
*City:	Portland <input type="text"/>
County:	Multnomah <input type="text"/>
*State:	Oregon <input type="text"/>

Exhibit A

*Zip Code:	<input type="text" value="97204"/> - <input type="text" value="1912"/> Zip+4 Lookup
*Phone:	<input type="text" value="503"/> - <input type="text" value="823"/> - <input type="text" value="4120"/> Ext : <input type="text"/>
Fax:	<input type="text"/> - <input type="text"/> - <input type="text"/>
*E-mail:	<input type="text" value="MayorWheeler@portlan"/> Email Help
<p>* <input checked="" type="checkbox"/> I have examined the information provided here regarding the signing authority and certify it is accurate. I am the signing authority, or have been delegated or designated formally as the signing authority by the appropriate authority of official, to provide the information requested throughout this application system on behalf of this jurisdiction. Information regarding the signing authority, or the delegation of such authority, has been placed in a file and is available on-site for immediate review.</p>	

[Save and Continue](#)

Ted Wheeler, Mayor

Date

Exhibit A



OMB APPROVAL
NUMBER 1121-0140

EXPIRES 05/31/2019

U.S. DEPARTMENT OF JUSTICE

OFFICE OF JUSTICE PROGRAMS

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 Office of Justice Programs (OJP), 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 OJP 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 OJP 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 OJP 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 815(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d(c)); section 1407(e) of the Victims of Crime Act of 1984 (42 U.S.C. § 10604(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); and that the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (42 U.S.C. § 13925(b)(13)) also may apply;

Exhibit A

- 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 OJP 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), and 46 (human subjects protection).

(6) I assure that the Applicant will assist OJP 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 OJP based on the application.

(8) I assure that, if the Applicant is a governmental entity, with respect to the award (if any) made by OJP 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.

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 42 U.S.C. § 3795a), 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 OJP awards, including certifications provided in connection with such awards, are subject to review by the Department, including by OJP and by the Department's Office of the Inspector General.

Ted Wheeler, Mayor

Date

Exhibit A

**U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE CHIEF FINANCIAL OFFICER**

**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. Acceptance of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 2 CFR Part 2867, "DOJ Implementation of OMB Guidance on Nonprocurement Debarment and Suspension," and 28 CFR Part 83, "Government-wide Debarment and Suspension," and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

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

(b) If 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 undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

**2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT
RECIPIENT)**

Pursuant to Executive Order 12549, Debarment and Suspension, implemented at 2 CFR Part 2867, for prospective participants in primary covered transactions, as defined at 2 CFR Section 2867.20(a), and other requirements:

A. 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;

Exhibit A

(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) Have not within a two-year period preceding this application been convicted of a felony criminal violation under any Federal law, unless such felony criminal conviction has been disclosed in writing to the Office of Justice Programs (OJP) at Ojpcompliancereporting@usdoj.gov, and, after such disclosure, the applicant has received a specific written determination from OJP that neither suspension nor debarment of the applicant is necessary to protect the interests of the Government in this case.

(d) 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 (b) of this certification; and

(e) 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.

B. 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.

3. FEDERAL TAXES

A. If the applicant is a corporation, the applicant certifies that either (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 OJP at Ojpcompliancereporting@usdoj.gov, and, after such disclosure, the applicant has received a specific written determination from OJP that neither suspension nor debarment of the applicant is necessary to protect the interests of the Government in this case.

B. 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.

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

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

A. The applicant certifies 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 the grantee's 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;

Exhibit A

- (2) The grantee'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 grant 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 grant, the employee will
- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her 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 agency, 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, to: 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 grant;
- (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;
- (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).

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Ted Wheeler, Mayor

Date

Exhibit A

DISCLOSURE OF LOBBYING ACTIVITIES

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

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input checked="checked" type="checkbox"/> b a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: <input checked="checked" type="checkbox"/> a a. bid/offer/application b. initial award c. post-award	3. Report Type: <input checked="checked" type="checkbox"/> a a. initial filing b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="checked" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: City of Portland 1120 SW Fifth Ave., Room 1250 Portland, OR 97204-1912 Congressional District, if known: 1, 3, 5	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency: USDOJ, OJP, BJA	7. Federal Program Name/Description: Edward Byrne Memorial Justice Assistance Grant Program CFDA Number, if applicable: 16.738	
8. Federal Action Number, if known: FY 2017 Local Solicitation	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): Squire-Patton Boggs (USA) LLP 2550 M Street Northwest Washington, D.C. 20037 United States of America	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): Cram, M., Victoria	
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: Ted Wheeler Title: Mayor Telephone No.: (503) 823-4120 Date: _____	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

Exhibit A

INSTRUCTIONS FOR COMPLETION OF SF-LLL, DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity 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 a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, State and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee," then enter the full name, address, city, State and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application/proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, State and zip code of the lobbying registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.

(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is OMB No. 0348-0046. Public reporting burden for this collection of information is estimated to average 10 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, DC 20503.

Exhibit A



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

OMB Number: 1121-0329
Expiration Date: 12/31/2018

FINANCIAL MANAGEMENT AND SYSTEM OF INTERNAL CONTROLS QUESTIONNAIRE

The financial management system of each non-Federal entity must provide for the following

- Retention requirements for records
- Requests for transfer of records
- Methods for collection, transmission and storage of information
- Access to records
- Restrictions on public access to records

(1) Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received. Federal program and Federal award identification must include, as applicable, the CFDA title and number, Federal award identification number and year, name of the Federal agency, and name of the pass-through entity, if any.

(2) Accurate, current, and complete disclosure of the financial results of each Federal award or program.

(3) Records that identify adequately the source and application of funds for federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.

(4) Effective control over, and accountability for, all funds, property, and other assets. The non-Federal entity must adequately safeguard all assets and assure that they are used solely for authorized purposes.

(5) Comparison of expenditures with budget amounts for each Federal award.

(6) Written procedures to document the receipt and disbursement of Federal funds including procedures to minimize the time elapsing between the transfer of funds from the United States Treasury or the pass-through entity and the disbursement by the non-Federal entity whether the payment is made by electronic funds transfer, or issuance or redemption of checks, warrants, or payment by other means.

(7) Written procedures for determining the allowability of costs.

APPLICANT ORGANIZATIONAL INFORMATION

1. Name of Organization and Address:

Organization Name: City of Portland

Street1: 1120 SW Fifth Avenue, Room 1250

Street2:

City: Portland

State: OR: Oregon

Zip Code: 97204

2. Authorized Representative's Name and Title:

Prefix:

First Name:

Middle Name:

Mr.

Ted

Last Name:

Suffix:

Wheeler

Title:

Mayor

3. Phone: (503) 823-4120

4. Fax:

5. Email: MayorWheeler@portlandoregon.gov

6. Year Established:

1851

7. Employer Identification Number (EIN):

93-6002236

8. DUNS Number:

0549711970000

9. Type of Organization:

☐ State

☒ Municipality

☐ Non-Profit

☐ Higher Education

☐ Tribal

☐ For-Profit

☐ Other:

Exhibit A



**U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS**

OMB Number: 1121-0329
Expiration Date: 12/31/2018

AUDIT INFORMATION

An audit is conducted using generally accepted auditing standards (GAAS) or Generally Accepted Governmental Auditing Standards (GAGAS) and results in an audit report with an opinion.

10. The organization has undergone the following types of audit(s) (Please check all that apply):

- ☒ OMB A-133 Single Audit
☒ Financial Statement Audit
☐ Defense Contract Agency Audit (DCAA)
☐ None
☒ Programmatic Audit & Agency:

BJA Enhanced Programmatic Desk Review

☒ Other Audit & Agency:

OIG Capacity Audit

11. Most Recent Audit: ☒ Within the past 12 months ☐ Within the past two years ☐ More than two years

Name of Audit Agency/Firm: Moss Adams

AUDITOR'S OPINION:

12. On the most recent audit, what was the auditor's opinion?

☒ Unqualified Opinion ☐ Qualified Opinion ☐ Disclaimer, Going Concern or Adverse Opinions

Please enter the number of findings:

0

Please enter the amount of questioned costs:

\$0.00

Were material weaknesses noted in either the Financial Statement or Single Audit? ☐ Yes ☒ No

ACCOUNTING SYSTEM

13. Which of the following best describes your accounting system:

☐ Manual ☒ Automated ☐ Combination

14. Does the accounting system identify the receipt and expenditure of program funds separately for each grant?

☒ Yes ☐ No ☐ Not Sure

15. Does the accounting system provide for the recording of expenditures for each grant/contract by budget cost categories shown in the approved budget?

☒ Yes ☐ No ☐ Not Sure

16. Does your accounting system have the capability to document the recording of cost sharing or match for each grant? Can you determine if documentation is available to support recorded match or cost share?

☒ Yes ☐ No ☐ Not Sure

17. Are time distribution records maintained for each employee that specifically identify effort charged to a particular grant or cost objective?

☒ Yes ☐ No ☐ Not Sure

18. Does the accounting/financial system include budgetary controls to preclude incurring obligations or costs in excess of total funds available or by budget cost category (e.g. Personnel, Travel, etc.)?

☒ Yes ☐ No ☐ Not Sure

19. Is the organization familiar with the existing Federal regulation and guidelines containing the Cost Principles and procedures for the determination and allowance of costs in connection with Federal grants?

☒ Yes ☐ No ☐ Not Sure

Exhibit A



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

OMB Number: 1121-0329
Expiration Date: 12/31/2018

PROPERTY STANDARDS, PROCUREMENT STANDARDS, AND TRAVEL POLICIES

PROPERTY STANDARDS

20. Does your property management system(s) provide for maintaining:
(1) a description of the equipment; (2) an identification number; (3) source
of the property, including the award number; (4) where title vests; (5)
acquisition date; (6) federal share of property cost; (7) location and
condition of the property; (8) acquisition cost; &
(9) ultimate disposition information?

☒ Yes ☐ No ☐ Not Sure

PROCUREMENT STANDARDS

21. Does your organization maintain written procurement procedures which
(1) avoid unnecessary purchases; (2) provide an analysis of lease and
purchase alternatives; and (3) provide a process for soliciting goods and
services?

☒ Yes ☐ No ☐ Not Sure

22. Does your procurement system provide for the conduct to determine
selection on a competitive basis and documentation of cost or price
analysis for each procurement action?

☒ Yes ☐ No ☐ Not Sure

23. Does your procurement system include provisions for checking the
"Excluded Parties List" system for suspended or debarred sub-grantees
and contractors, prior to award? Please visit www.sam.gov.

☒ Yes ☐ No ☐ Not Sure

TRAVEL POLICY

24. Does your organization:

(a) maintain a standard travel policy?

☒ Yes ☐ No

(b) adhere to the Federal Travel Regulation? (FTR)

☒ Yes ☐ No

SUBRECIPIENT MANAGEMENT AND MONITORING

25. (For Pass-through entities only). Does your organization have controls
in place to monitor activities of subrecipients, as necessary, to determine
that Federal awards are used for authorized purposes in compliance with
laws, regulations, and the provisions of the award and that performance
goals are achieved (2 CFR200)?

☒ Yes ☐ No ☐ Not Sure
☐ N/A (Your organization does not
make subawards.)

STANDARDS FOR FINANCIAL MANAGEMENT SYSTEMS AND APPLICANT CERTIFICATION

I certify that the above information is complete and correct to the best of my knowledge. This document must be certified by
the organization's Authorized Representative, Executive Director, Chief Financial Officer, Chairman of the Board of Directors,
or similar position.

Name:

Ted Wheeler

Date:

Title:

☐ Executive Director

☐ Chief Financial Officer

☐ Chairman

☒ Other Mayor

Phone:

(503) 823-4120

Exhibit A

U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance
Edward Byrne Memorial Justice Assistance Grant (JAG) Program:
FY 2017 Local Solicitation; #BJA-2017-11301
City of Portland, Oregon Police Bureau
Program Abstract
Application Attachment 1

Applicant name: City of Portland, Oregon
Disparate partners: Multnomah County and City of Gresham

Project title: Edward Byrne Memorial Justice Assistance Grant (JAG) Program Fiscal Year 2017 Local Solicitation to assist the Portland-Metropolitan area law enforcement and criminal justice community to prevent and reduce crime and violence.

Project goals:

1. Hire a 1.0 FTE Training and Development Analyst for approximately 24 months. This position will be pivotal in the development and implementation of the Portland Police Bureau's equity training plan.
2. Contract with a local service provider that coordinates treatment, temporary housing, counseling, and training opportunities for women involved in prostitution-related offenses for approximately 11 months.
3. Purchase non-fixed solid metal fencing, security gate, and camera for patrol vehicle parking lot.
4. Fund officer overtime for the "Every 15 Minutes" program for area high schools.

Project Identifiers:

1. City of Portland Police Bureau - Hiring of Personnel; Alcohol Testing, Case Management, Community-Based Programs, Counseling, Drug Testing, Human Trafficking, Mental Health, Screening & Assessment, Sexual Assault, and Victimization
2. City of Gresham Police Department – Equipment-General, Closed Circuit Televising, Equipment-Video/Audio, and Officer Safety; Education and Overtime

The City of Portland will act as fiscal agent for the grant and distribute funds to the unit of local government identified in the disparate certification, City of Gresham Police Department. Each listed partner has agreed to the allocation of grant funding.

Exhibit A

City of Portland Programs

Identifiers: Hiring of Personnel; Alcohol Testing, Case Management, Community-Based Programs, Counseling, Drug Testing, Human Trafficking, Mental Health, Screening & Assessment, Sexual Assault, and Victimization; Education

The Portland Police Bureau (Bureau) will hire a 1.0 FTE limited term Training and Development Analyst (TDA) for approximately 22 months. This position will be pivotal in the development and implementation of the Bureau's equity training plan. This position will assure that the training plan is inclusive of partners and community, based on best practices and national standards, as well as meet the needs of the local Portland culture and the Bureau.

Duties of the Training and Development Analyst:

- Assist with the rolling out of the Implicit Bias training in the In-Service structure.
- Serve as the equity lead for development of the Procedural Justice training. This will include identifying Subject Matter Experts (SMEs) working with the Training Division Captain to build a development team, conduct train-the-trainer, and coordinate leadership training and rollout within In-Service and advanced academy structures.
- Develop a core series of trainings for new officers that removes assumptions of skill and instead replaces with intentionality to build skill and invest in Bureau members. This series will include topics such as customer service, communication skills, understanding that community engagement is vital to success and safety on the job.
- Work with Community Trainer Project Coordinator to establish a pool of community members who are organized to assist with the training of officers. These interactions will

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Application Attachment 2

assure that new officers begin their tenure with Bureau establishing community relationships.

- Collaborate with the Oregon Department of Public Safety Standards and Training state academy. Review curriculum and assure the Bureau's training is not duplicative and that the curriculum is evolving.
- Bureau Curriculum Review/Gap Analysis-Review of all current training curriculum with an equity lens to identify areas that can be improved or embedded.

The position will be assigned to the Bureau's Strategic Services Division at a total cost of \$165,348. The focus of the limited-term grant-funded position will be bureau-specific and involve law enforcement-related administrative duties.

LifeWorks NW New Options for Women (NOW)

Prostitution, as well as the compelling and promotion of prostitution by pimps, has created key public safety concerns in the City of Portland's East neighborhoods along the major north-south highway, 82nd Avenue, as well as general concerns for the victims of these crimes. That said, because the actual sex acts are performed throughout the city, many other neighborhoods are affected by these crimes. The PPB's East Precinct Sex Trafficking Unit (STU) utilizes a three-prong multidisciplinary approach in addressing the problems surrounding prostitution-related offenses. Not only does the STU consist of highly trained and experienced officers, it also includes a Multnomah County Deputy District Attorney (DDA) and a local service provider. This multidisciplinary approach allows the team to move beyond traditional law enforcement responses

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by utilizing social services to help victims of human trafficking and target those who purchase sex from these victims.

LifeWorks NW was selected as the sole source local service provider through a competitive process for the JAG 2016 grant cycle.

LifeWorks NW New Options for Women (NOW) provides trauma-informed care to women in Portland in order to help them exit the sex industry. Most, if not all, of NOW's clients are survivors of childhood sexual abuse and/or molestation, which include human trafficking. This severe trauma does not go away when women turn 18. The NOW program works with women to reduce relapse into the lifestyle that traditionally surrounds prostitution. NOW's services include addictions treatment, treatment for mental health disorders (including psychiatric care, as needed), challenging criminality, domestic violence education and support, parenting education, urinalysis (to make sure they stay drug-free and are not lying about drug usage), and mentoring/case management. NOW provides an environment in which these women are able to speak about their experiences of being trafficked and prostituted and truly address their issues. NOW assists the women in the program in finding stable housing, legal income, furthering education, and assisting them in obtaining any form of identification they may need. Prior to the formation of NOW seven years ago, the women in this Portland population had no other options.

NOW staff will meet bi-weekly with STU officers and the DDA to discuss the women's progress. During these meetings, the team will discuss the status of each client and how to best help her successfully complete both the NOW program and county probation.

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Application Attachment 2

The Fiscal Year 2017 JAG grant will provide funding to the LifeWorks NW NOW Program at a cost of \$110,000.

The Bureau's Youth Services Division will host a regional training for 45 School Resource Officers (SROs) at the Bureau's Training Facility and send new Bureau SRO personnel to the National Leadership Summit presented by the National Association of School Resource Officers.

The Fiscal Year 2017 JAG grant will provide funding to the School Resource Officers trainings at a cost of \$21,375.

City of Gresham Programs

Identifiers: Closed Circuit Televising, Equipment-General, Equipment-Video/Audio, and Officer Safety; Education and Overtime

Gresham Police Department's north parking lot is the only 24-hour, fenced, and gated parking lot at the Department's headquarters. It is the designated parking lot for police patrol vehicles, command-type vehicles, certain Fire Department vehicles, and parking for the Mayor and School Superintendent.

The current chain-linked fence offers no visual deterrence nor much of a physical one. Detectives about to participate in covert surveillance operations can easily be identified by any legal passersby as can SWAT personnel as they conduct pre-mission walk-through rehearsals. As mobile computers become more advanced, officers are using their patrol vehicles as a mobile office for report writing, suspect investigations, and other critical work. As they do this work while parked in the police lot they are vulnerable to anyone wishing to cause harm to law enforcement officers. Due to current community trends, these mentioned staff, assets, and operations are at greater risk of harm, public scrutiny and counter-intelligence.

U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance
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Program Narrative
Application Attachment 2

The Department desires to replace the existing chain-linked fence with a solid/opaque fencing structure around the perimeter of the parking lot. The fence may be dismantled and is not permanent. A security gate and camera system will also be installed.

The Fiscal Year 2017 JAG grant will provide funding for the non-permanent fencing at a cost of \$61,663.

Gresham will use 2017 JAG funds to support their “Every 15 Minutes” program by funding officer overtime. “Every 15 Minutes” offers real-life experience without the real-life risks. This emotionally charged program is designed to dramatically instill teenagers with the potentially dangerous consequences of drinking alcohol and texting while driving (distracted and impaired driving). This powerful program will challenge students to think about drinking, texting while driving, personal safety, and the responsibility of making mature decisions when lives are involved. This program is held at four local area high schools. The event is held in the spring and the requested budget will fund overtime for several school years.

The Fiscal Year 2017 JAG grant will provide funding for the officer overtime at a cost of \$27,129.

Grant Program Accountability Measures

The grantee and subrecipient will report on their relevant General Information, Activity-Program Selection, Program Module, and semi-annual Goals & Objectives in accordance with the applicable JAG Accountability Measures in the BJA Performance Measurement Tool (PMT).

U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance
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Application Attachment 2

Coordination of Related Justice Funds and JAG Funds

The Cities of Portland and Gresham do not anticipate any coordination of related DOJ-funded projects and Fiscal Year 2017 JAG funded projects.

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Application Review

The City of Portland, Oregon Police Bureau (Bureau) posted a notice regarding the Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2017 Local Solicitation on the City of Portland website on August, 8, 2017.

Visitors to the Bureau's home page (<https://www.portlandoregon.gov/police/>) were able to link to a description of the JAG grant program, a link to the Office of Justice Programs solicitation web page, and the JAG 2017 solicitation.

The name, telephone number, and email address for the Bureau's grant program manager was listed in the event someone wanted to contact the Bureau. The solicitation posting was removed and the joint grant application was posted on August 30, 2017. The application will remain on the home page until October 6, 2017, after the 30-day wait period for non-emergency Council items.

Governing Body and Public Review

The Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2017 Local Solicitation JAG application documents were submitted to the Bureau's Commissioner-in-Charge, Mayor Ted Wheeler on August 16, 2017.

Copies of the JAG documents were made available on August 25, 2017, to each City Council member (4), the Auditor's Office, the City Attorney, members of the media, and the public. Prior to the August 30, Council meeting, the Council Agenda items and related documents were posted to the City's website. The City Auditor's Office emails the agenda items

U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance
Edward Byrne Memorial Justice Assistance Grant (JAG) Program:
FY 2017 Local Solicitation; #BJA-2017-11301
City of Portland, Oregon Police Bureau
Additional Attachments
Review Narrative - Application Attachment 6

to a variety of email addresses in the region. The agenda items are also published in the “Daily Journal of Commerce.” The Agenda Calendar is a permanent online public record.

The First Reading of the JAG application ordinance was on August 30, 2017. The Bureau’s Business Operations Manager read a statement about the City’s and its partner’s proposed 2017 funding projects and answered questions from Council members. The testimony was entered into the record. Public testimony was also entered into the record. The Second Reading, where public testimony is allowed but not expected, will be on September 6, 2017. The application ordinance will become effective 30-days after the Second Reading, which will be October 6, 2017.

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Exhibit A

U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance
Edward Byrne Memorial Justice Assistance Grant (JAG) Program:
FY 2017 Local Solicitation; #BJA-2017-11301
City of Portland, Oregon Police Bureau
Applicant Disclosure of Pending Applications
Application Attachment 7

Applicant name: City of Portland, Oregon
Disparate partner: City of Gresham, Oregon

The City of Portland and the City of Gresham do not have pending applications submitted within the last 12 months for federally funded assistance that include requests for funding to support the same projects being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation.

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Exhibit A