

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant Oregon Congressional Districts 1, 3 and 5

* b. Program/Project: Districts 1, 3 and 5

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date: 11/01/2008

* b. End Date: 10/31/2010

18. Estimated Funding (\$):

* a. Federal	400,000.00
* b. Applicant	_____
* c. State	_____
* d. Local	_____
* e. Other	400,000.00
* f. Program Income	_____
* g. TOTAL	800,000.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on _____
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent on Any Federal Debt? (If "Yes", provide explanation on the next page.)**

- Yes
- No

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

**** I AGREE**

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Standard Form 424 (Revised 10/2005)

Prescribed by OMB Circular A-102

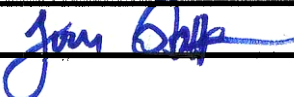
Prefix: Mayor _____ * First Name: Tom _____
Middle Name: _____
* Last Name: Potter _____
Suffix: _____

* Title: Mayor, City of Portland

* Telephone Number: 503-823-4120

Fax Number: 503-823-3588

* Email: mayorpotter@ci.portland.or.us

* Signature of Authorized Representative: 

* Date Signed: 6/13/08

Authorized for Local Reproduction

Application for Federal Assistance SF-424

Version 02

*** Applicant Federal Debt Delinquency Explanation**

The following field should contain an explanation if the Applicant organization is delinquent on any Federal Debt.

Not applicable.

Application for Federal Assistance SF-424

Version 02

* 1. Type of Submission: <input type="radio"/> Preapplication <input checked="" type="radio"/> Application <input type="radio"/> Changed/Corrected Application	* 2. Type of Application: * If Revision, select appropriate letter(s): <input checked="" type="radio"/> New <input type="radio"/> Continuation * Other (Specify) <input type="radio"/> Revision
--	---

* 3. Date Received:	4. Applicant Identifier:
----------------------------	---------------------------------

5a. Federal Entity Identifier:	* 5b. Federal Award Identifier:
---------------------------------------	--

State Use Only:

6. Date Received by State:	7. State Application Identifier:
-----------------------------------	---

8. APPLICANT INFORMATION:

*** a. Legal Name:** City of Portland

* b. Employer/Taxpayer Identification Number (EIN/TIN): 936002236	* c. Organizational DUNS: 054971197
---	---

d. Address:

*** Street1:** 1120 SW 5th Ave.
Street2: Room 1250
*** City:** Portland
County: Multnomah
*** State:** OR
Province:
*** Country:** USA
*** Zip / Postal Code:** 97204

e. Organizational Unit:

Department Name: Portland Police Bureau	Division Name: School Police Division
---	---

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Ms. *** First Name:** Sheila
Middle Name:
*** Last Name:** Black-Craig
Suffix:

Title: Financial Analyst

Organizational Affiliation:
Office of Financial Planning, Office of Management and Finance

* Telephone Number: 503-823-6863	Fax Number: (503) 823-5877
---	-----------------------------------

*** Email:** sbblack@ci.portland.or.us

Application for Federal Assistance SF-424

Version 02

9. Type of Applicant 1:

City Government

Type of Applicant 2:

Independent School District

Type of Applicant 3:

* Other (specify):

*** 10. Name of Federal Agency:**

US Department of Justice, Office of Community Oriented Policing Services (Secure our Schools Program)

11. Catalog of Federal Domestic Assistance Number:

(CFDA 16.710)

CFDA Title:

Secure our Schools Program (SOS)

*** 12. Funding Opportunity Number:**

COPS-SOS-2008-1

* Title:

COPS SOS Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

City of Portland, Oregon, Multnomah County

*** 15. Descriptive Title of Applicant's Project:**

Portland High Schools' Card Key System and Security Public Address Speakers Implementation

Attach supporting documents as specified in agency instructions.

COPS Application Attachment to SF-424**SECTION 1: COPS PROGRAM REQUEST**

Federal assistance is being requested under the following COPS program:

Select the COPS grant program for which you are requesting federal assistance. **Please DO NOT use this form to apply for multiple programs at one time. A separate application must be completed for each COPS program for which you are applying.** Please ensure that you read, understand, and agree to comply with the applicable grant terms and conditions as outlined in the COPS Application Guide before finalizing your selection.

CHECK ONE PROGRAM OPTION ONLY

- Child Sexual Predator Program Targeted - Methamphetamine Initiative Universal Hiring Program
 Community Policing Development Targeted - Technology Program
 Secure Our Schools Tribal Resources Grant Program

SECTION 2: EXECUTIVE INFORMATION

Note: Listing individuals without ultimate programmatic and financial authority for the grant could delay the review of your application, or remove your application from consideration.

A. Applicant ORI Number: O R 0 2 6 0 2

The ORI number is assigned by the FBI and is your agency's unique identifier. The first two letters are your state abbreviation, the next three numbers are your county's code, and the final two numbers identify your jurisdiction within your county. If you do not currently have an ORI number, the COPS Office will assign one to your agency for the purpose of tracking your grant.

- Check here if your agency has not been assigned an ORI number.

B. Law Enforcement Executive/Program Official Information:

For Law Enforcement Agencies: Enter the law enforcement executive's name and contact information. This is the highest ranking law enforcement official within your jurisdiction (e.g., Chief of Police, Sheriff, or equivalent). **For Non-Law Enforcement Agencies:** Enter the program official's name and contact information. If the grant is awarded, this position would be responsible for the programmatic implementation of the award. If your agency is a "start-up" this section can remain blank.

Title: Chief

First Name: Rosanne MI: Last Name: Sizer Suffix:

Agency Name: Portland Police Bureau

Street Address 1: 1111 SW 2nd Avenue, Room 1526

Street Address 2:

City: Portland, State: OR Zip Code: 97204

Telephone: 503-823-0000 Fax: 503-823-0095

E-mail: rsizer@portlandpolice.org

Type of Agency:

- Municipal State County Police Department Sheriff Tribal Transit* School*
 Consortium* University/College* (Public or Private) Public Housing*
 New Start-Up* (please specify): _____ Non-profit Organization Profit Organization
 Other* (please specify): _____

*Agency types that have an asterisk next to them and that are applying for COPS hiring grants must provide additional information. Please refer to the COPS Application Guide: "Agency Supplemental Information" section for the questions that you will need to address. Please attach this information to your application.

C. Government Executive/Financial Official Information:

For Government Agencies: Enter the government executive's name and contact information. This is the highest ranking official within your jurisdiction (e.g., Mayor, City Administrator, Tribal Chairman, or equivalent).

For Non-Government Agencies: Enter the financial official's name and contact information. If the grant is awarded, this position would be responsible for the financial management of the award. Please note that information for non-executive positions (e.g., clerk, trustees, etc.) are not acceptable.

Title: Mayor
 First Name: Tom MI: _____ Last Name: Potter Suffix: _____
 Agency Name: City of Portland
 Street Address 1: 1221 SW 4th Avenue
 Street Address 2: Room 340
 City: Portland State: OR Zip Code: 97204
 Telephone: 503-823-4120 Fax: 503-823-3588
 E-mail: mayorpotter@ci.portland.or.us

Type of Government Entity:

- State City Town County Village Borough Township Territory
 Region Council Community Pueblo Tribal Nation School District
 Not applicable. Please check here if applying as a non-government agency (e.g., non-profit agency).

SECTION 3: GENERAL AGENCY INFORMATION

A. General Applicant Information

- Cognizant Federal Agency:** US Department of Justice
 Enter the legal applicant's Cognizant Federal Agency. A Cognizant Federal Agency, generally, is the federal agency from which your jurisdiction receives the most federal funding. Your Cognizant Federal Agency also may have been previously designated by the Office of Management and Budget.
- Fiscal Year:** 7 / 1 / 2008 to 6 / 30 / 2009 (mo/day/yr)
 Enter the legal applicant's fiscal year.
- Population served as of the 2000 U.S. Census:** 529,121
- If the population served is not represented by U.S. Census figures (e.g., colleges, special agencies, school police departments, MSAs, etc.), please indicate the size of the population served:** _____

B. Law Enforcement Agency Information

1. Is your agency contracting for law enforcement services?

Contractual arrangements for law enforcement services are not fundable under the Universal Hiring Program.

Yes No

If "yes," the Legal Name and address information listed on the SF-424 under section 8 (Applicant Information) should be for the jurisdiction that will be contracting to receive law enforcement services, and NOT the law enforcement agency that will actually provide those services. Also, be sure to enter the name and agency information of the contract law enforcement department under section 2, part B (law enforcement executive information) of this document. In all contracting arrangements, the jurisdiction that is applying for assistance is ultimately responsible for ensuring compliance with all grant requirements. For additional clarification on contracting guidelines, please see the program-specific section of the COPS Application Guide.

If you are a tribal law enforcement agency, instead of providing your own law enforcement services, does your tribe exclusively contract with a non-BIA local law enforcement agency for services?

Yes No

If "yes," please refer to the program-specific section of the COPS Application Guide for additional eligibility information.

2. Population Served By Law Enforcement Agency

Do officers have primary law enforcement authority for the population to be served?

Yes No

An agency with primary law enforcement authority is defined as the first responder to calls for service, and has ultimate and final responsibility for the prevention, detection, and/or investigation of crime within its jurisdiction.

If "yes," what is the actual population for which your department has primary law enforcement authority? [In other words, the 2000 Census population minus the incorporated towns and cities that have their own police departments.] 529,121

If "no," please explain. Include the date by which your agency anticipates having primary law enforcement authority for this population. [Please limit your response to a maximum of 250 words.]

Not applicable

3. Current Budgeted Sworn Force Strength as of the Date of This Application:

Full-time: 1010

Part-time: 1

Enter the budgeted sworn force strength. The budgeted sworn force strength is the number of sworn officer positions your department has allocated within its budget, including state, Bureau of Indian Affairs, and locally-funded vacancies. Do not include unpaid/reserve officers, or detention staff.

4. Current Actual Sworn Force Strength as of the Date of This Application:

Full-time: 943

Part-time: 1

Enter the actual sworn force strength. The actual sworn force strength is the actual number of sworn officer positions employed by your department as of the date of application. Do not include vacant positions or unpaid/reserve positions.

SECTION 4: LAW ENFORCEMENT & COMMUNITY POLICING STRATEGY

COPS Office grants must be used to reorient the mission and activities of law enforcement agencies toward the community policing philosophy or enhance their involvement in community policing. The following is the COPS Office definition of community policing that emphasizes the primary components of community partnerships, organizational transformation, and problem solving.

Community policing is a philosophy that promotes organizational strategies, which support the systematic use of partnerships and problem-solving techniques, to proactively address the immediate conditions that give rise to public safety issues, such as crime, social disorder, and fear of crime.

The COPS Office has completed the development of a comprehensive community policing self-assessment tool for use by law enforcement agencies. Based on this work, we have developed the following list of primary sub-elements of community policing. Please refer to the COPS Office web site (www.cops.usdoj.gov) for further information regarding these sub-elements.

Community Partnerships:

Collaborative partnerships between the law enforcement agency and the individuals and organizations they serve to both develop solutions to problems and increase trust in police.

- Other Government Agencies
- Community Members/Groups
- Non-Profits/Service Providers
- Private Businesses
- Media

Organizational Transformation:

The alignment of organizational management, structure, personnel and information systems to support community partnerships and proactive problem-solving efforts.

Agency Management

- Climate and culture
- Leadership
- Labor relations
- Decision-making
- Strategic planning
- Policies
- Organizational evaluations
- Transparency

Organizational Structure

- Geographic assignment of officers
- Despecialization
- Resources and finances

Personnel

- Recruitment, hiring and selection
- Personnel supervision/evaluations
- Training

Information Systems (Technology)

- Communication/access to data
- Quality and accuracy of data

Problem Solving:

The process of engaging in the proactive and systematic examination of identified problems to develop effective responses that are rigorously evaluated.

- Scanning: Identifying and prioritizing problems
- Analysis: Analyzing problems
- Response: Responding to problems
- Assessment: Assessing problem-solving initiatives
- Using the Crime Triangle to focus on immediate conditions (Victim/Offender/Location)

COMMUNITY POLICING PLAN

COPS grants must be used to initiate or enhance community policing. Please complete the following questions to describe the types of community policing activities that will be initiated or enhanced as a result of COPS funding. You may find more detailed information about community policing at the COPS Office web site (www.cops.usdoj.gov).

Community Partnerships

The COPS Office is interested in determining if your organization will use the grant to assist in increasing the capacity to develop collaborative partnerships with individual and organizational stakeholders in communities to increase trust and to develop shared solutions to community problems.

If awarded funding, my organization will implement or enhance:

P1-Sharing of relevant crime and disorder information with community members.

Yes No Not Sure

P2-Seeking input from the community to identify and prioritize neighborhood problems.

Yes No Not Sure

P3-Engagement with the community in the development of responses to community problems.

Yes No Not Sure

P4-Collaboration with other agencies that deliver public services (e.g., parks and recreation, social services, public health, mental health, code enforcement).

Yes No Not Sure

Please provide specific examples of the types of activities you plan to engage in to enhance community partnerships if awarded grant funding (150 word maximum):

The Portland Police Bureau and the Portland Public Schools have a solid partnership, with Portland officers acting as School Resource Officers (SROs) in Portland's 10 high schools. With the implementation of a card key system at the high schools, thefts will be reduced with the much restricted access; officers' investigative time would be reduced. SROs will concentrate additional time mentoring students, working with parents and training faculty and administrators about public safety. The secondary implementation of security public address speakers would allow critical messages to be broadcast school-wide, giving the School District the opportunity to have an effective communication system in the event of a man-made or natural disaster.

Problem Solving

The COPS Office is interested in determining if your organization will use the grant to assist in increasing the capacity to use problem solving. Problem solving is an analytical process for systematically 1) identifying and prioritizing problems, 2) analyzing problems, 3) responding to problems, and 4) evaluating problem-solving initiatives. Problem solving involves an agency-wide commitment to go beyond traditional police responses to crime to proactively address a multitude of problems that adversely affect quality of life.

If awarded funding, my organization will implement or enhance:

PS1-Integration of problem solving into patrol work.

Yes No Not Sure

PS2-Identification and prioritization of crime and disorder problems by examining patterns and trends involving repeat victims, offenders, and locations.

Yes No Not Sure

PS3-Exploring the underlying factors and conditions that contribute to crime and disorder problems.

Yes No Not Sure

PS4-Developing tailored responses to crime and disorder problems that address the underlying conditions that contribute to them.

Yes No Not Sure

Please provide specific examples of the types of activities you plan to engage in to enhance problem-solving activities if awarded grant funding (150 word maximum):

The card key system would allow School Resource Officers and school administrators the ability to analyze which card key is being used and where. In the 2006-2007 school year, there were 86 thefts and 254 reports of vandalism. By ensuring all doors are secured, restricting access and being able to review who entered the school, thefts will decrease. Locations that continue to have thefts would be analyzed by looking at the card key information. Currently, there is no way to communicate through any of the 10 high schools via a public address system. New security public address speakers would allow for a school-wide communication system.

Organizational Transformation

The COPS Office is interested in determining if your organization will use the grant to assist in increasing the capacity to transform organizational environment, organizational structure, personnel, practices, and policies to support the community policing philosophy and community policing activities.

If awarded funding, my organization will implement or enhance:

OC1-Institutionalization of organizational changes that support the implementation of community policing strategies.

Yes No Not Sure

OC2-Incorporation of community policing principles into the agency's mission/vision statement and strategic plan.

Yes No Not Sure

OC3-Institutionalization of community policing principles into a corresponding set of policies, practices and procedures.

Yes No Not Sure

OC4-Institutionalization of community policing agency-wide.

Yes No Not Sure

Please provide specific examples of the types of activities you plan to engage in to enhance organizational alignment towards community policing if awarded grant funding (150 word maximum):

The card key system would provide the Portland School District a better security structure for their 10 high schools, allowing them to see who entered their buildings and when. This would greatly empower the District and its private security to better aid the School Resource Officers and develop a stronger partnership to ensure the system is utilized to its fullest. Policies would be developed regarding access and security, but also safety, including lock-downs and lock-ins. The implementation of school-wide security public address systems would provide the only way to communicate throughout an entire school building in the event of a natural or man-made disaster.

Technology

The COPS Office is interested in determining if your organization will use the grant to assist in increasing technological capacity to better prevent and/or respond to crime and disorder incidents.

If awarded funding, my organization will implement or enhance:

T1-Ensuring that agency staff have proper access to relevant data (e.g., calls for service, incident and arrest data, etc.).

Yes No Not Sure

T2-Analysis and understanding of problems in the community.

Yes No Not Sure

T3-Improvements to the agency's overall efficiency and effectiveness.

Yes No Not Sure

T4-Providing officers with necessary equipment to better prevent and/or respond to crime and disorder incidents.

Yes No Not Sure

Please provide specific examples of the types of activities you plan to engage in to enhance alignment of technology towards community policing if awarded grant funding (150 word maximum):

By implementing a card key system at its high schools, the Portland Public School District will enhance its organizations' ability to analyze who entered the buildings and when. Card keys would restrict access, be controlled by a master computer and the system could be used with a remote. School Resource Officers could secure schools by using the remote system. When analyzing crime data associated with each school, investigators would have the card key data. In a lock-down, lock-in or active shooter incident, the system would allow responders access to any part of the school or lock the school with one button. Public address security speakers would allow for communication throughout the entire building.

If your organization receives this COPS grant funding, it should use your responses to these questions as your organization's community policing plan. Your organization may be audited or monitored to ensure that it is initiating or enhancing community policing in accordance with this plan.

We understand that your community policing needs may change during the life of your COPS grant (if awarded), and we welcome minor changes to this plan without prior approval. We also recognize that this plan may incorporate a broad range of possible community policing strategies and activities, and that your agency may implement particular community policing strategies from the plan on an as-needed basis throughout the life of the grant. If your agency's community policing plan changes significantly, however, you must submit those changes in writing to the COPS Office for approval. Changes are "significant" if they deviate from the range of possible community policing activities identified and approved in this original community policing plan submitted with your application.

SECTION 5: CONTINUATION OF PROJECT AFTER FEDERAL FUNDING ENDS

Retention for COPS Hiring Grants

This section is applicable to COPS applicants applying for sworn officer positions under the FY2008 Universal Hiring Program.

Check here if not applying under the Universal Hiring Program.

Hiring grantees are required to retain all additional officer positions awarded for at least one full local budget cycle following the expiration of COPS grant funding for each COPS-funded officer position. The additional officer positions should be added to your agency's law enforcement budget with state, local, or tribal funds for at least one full local budget cycle, over and above all other locally-funded officer positions (including other school resource officers) that would have existed regardless of the grant, from the time that the thirty-six (36) months of grant funding for each COPS position expires. Absorbing COPS-funded officers through attrition (rather than adding the extra positions to your budget with additional funding) does not meet the retention requirement. Please be aware that if your agency has additional sworn officer hiring grants that are active when one hiring grant expires, the officer positions that were awarded under the expired grant are added to your baseline of locally-funded officer positions and must be maintained throughout the implementation of all additional hiring grants.

Use the space below to explain how your agency currently plans to retain any additional officer positions awarded. Please be as specific as possible about the source(s) of retention funding (General Fund revenues, local ballot item, etc.) your agency plans to utilize. A missing or incomplete response could affect your ability to receive funding. [Please limit your response to a maximum of 250 words.]

Not applicable.

SECTION 6: NEED FOR FEDERAL ASSISTANCE

All applicants are required to provide a brief explanation of their agency's public safety needs and an explanation of their agency's inability to implement this project and/or address these public safety needs without federal assistance.

In the space below, please provide a brief explanation of your agency's inability to implement this project without federal assistance. [Please limit your response to a maximum of 250 words.]

The Portland Police Bureau and the Portland School District are two organizations that have faced large financial challenges over the last 10 years. The Police Bureau survived severe budget cuts from the mid-90s through 2006. The Bureau's financial picture is stable at present due to a healthier economy, but staffing remains a large issue. Loss of authorized sworn and non-sworn positions and problems recruiting for new officers leads to chronic staffing shortages.

The Portland School District has also undergone similar staffing cuts. In 2001, when the School District faced a \$20 million budgetary deficit, the District eliminated their School Police. The City of Portland absorbed the \$2 million program into the Police Bureau, which has 15 School Resource Officers (SROs) and one sergeant. Each SRO is assigned to three or more elementary schools in addition to one high school.

Portland Schools is facing a second year of relative budget stability after more than a decade of sweeping cuts. However, the District has stabilized at a lower level of service. This year, the budget primarily focuses on upgrading classroom materials, counseling, supporting transition to high schools and lowering kindergarten class sizes.

SECTION 7: WAIVERS OF THE LOCAL MATCH

Please refer to the Application Guide for information on whether waivers of the local match are available under the grant program for which you are applying.

Check here if not applicable

Are you requesting a waiver of the local match based upon severe fiscal distress?

Yes No

If requesting a waiver, you will be required to attach a detailed waiver justification to your application. Please refer to the COPS Application Guide "Waiver of the Local Match" section for information on what to include in your justification, as well as the program-specific portion of the Guide to review the local match requirements.

SECTION 8: EXECUTIVE SUMMARY

This section is applicable to COPS applicants applying under the Child Sexual Predator Program, Community Policing Development Program, Methamphetamine Initiative, Secure Our Schools, and the Technology Program.

Check here if not applicable

Please attach to your application a brief summary of how your agency will use this federal funding. Be sure to include a description of how you expect this grant to impact public safety and/or crime prevention in your community. Please refer to the COPS Application Guide for clarification on specific information to include in your summary. The Executive Summary may be used to keep Congress or other executive branch agencies informed on law enforcement strategies to deter crime in your community. [Please limit your response to a maximum of 400 words.]

SECTION 9: PROJECT DESCRIPTION (NARRATIVE)

This section is applicable to all agencies applying for COPS programs in FY2008.

Please attach to your application an in-depth narrative response detailing your proposed project. Please refer to the program-specific section of the COPS Application Guide: "How to Apply" section for information on what should be included in your response, as well as any additional formatting requirements and page length limitations.

U.S. Department of Justice, Office of Community Oriented Policing Services
Secure Our Schools Grant
Executive Summary
City of Portland, Oregon Police Bureau Application Section 8 Attachment

Executive Summary

The Portland Police Bureau and the Portland Public School District have a strong partnership. Since 2001, the Portland Police Bureau has provided School Resource Officers to the District, including all 10 of its high schools. These high schools feature numerous doors (one high school has 138 doors), all with keyed locks. There is virtually no custodial staff, security staff or police officer available to ensure all doors are locked after hours and on the weekends. In addition, during a lock-down or active shooter incident, it would be virtually impossible to secure the doors. Because it is cost prohibitive to re-key an entire high school, there are undoubtedly keys in unauthorized hands. Thefts and vandalisms at the high schools continue, costing thousands of dollars and affecting the ability to teach children. Many of these criminal activities occur after school when many of the teachers have gone home but there are still after-school activities.

The Secure Our Schools Grant would allow the implementation of a card key swipe system at the high schools. Administrators would limit the number of people with card key access and set entry and access parameters. School Resource Officers and private security could use a remote system to ensure all doors are locked. If cards are lost or there are personnel changes, cards can simply be deactivated.

The secondary funding from the grant would replace missing or broken public address security systems. Currently, there are broken or missing systems in each of the 10 high schools. In the event of a violent or natural disaster event, it is impossible to use the system to address all occupants in the building.

U.S. Department of Justice, Office of Community Oriented Policing Services
Secure Our Schools Grant
Executive Summary
City of Portland, Oregon Police Bureau Application Section 8 Attachment

Both systems would greatly impact the School Resource Officers' workload and help to create a safe learning environment for students and staff. Crime and vandalism would decrease and if an incident did occur, officers and school administrators would have data to analyze to see who entered the building and when. School Resource Officers would then be able to concentrate additional time on mentoring students, working with parents, problem solving initiatives in regard to other crime issues and providing additional training to faculty and administrators as it relates to school safety and order.

U.S. Department of Justice, Office of Community Oriented Policing Services
Secure Our Schools Grant
Project Description
City of Portland, Oregon Police Bureau Application Section 9 Attachment

Project Description

A. Current/Planned Crime Prevention Activities

The Portland Police Bureau and the Portland Public School District are long-standing partners. In 2001, the Portland Police Bureau implemented the School Police Division, which provides School Resource Officers (SROs) who work in part in the District's 10 high schools. With responsibilities in the elementary schools and middle schools as well, the SROs have wide-ranging responsibilities. However, ensuring school safety is the highest priority of the School Police Division. The division's main mission is to provide a school environment free of crime, and the fear of crime, intimidation and disorder, so school staff and students may achieve their education goals without distraction.

Portland's 10 high schools all feature numerous doors (one high school alone has 138 doors) with a keyed lock system. It is virtually impossible for a SRO, private security or the dwindling custodial staff to secure all doors after hours.

It is critical the Portland Public School District implement a card key swipe system that would allow for restricted access on select exterior doors. Hardware on other doors would be removed so that they could not be accessed at all. Each high school has been assessed prior to this application as to how many doors would need card keys, averaging to about 10 doors on each school.

This kind of system would allow administrators, police and security to select who has access and when. If there were personnel changes, or cards were lost, they could simply be deactivated. School Resource Officers and private security could also ensure doors are secure by using a remote system.

U.S. Department of Justice, Office of Community Oriented Policing Services
Secure Our Schools Grant
Project Description
City of Portland, Oregon Police Bureau Application Section 9 Attachment

A card key system would also greatly enhance the security of students in the event of a lock-down or lock-in. Currently, there is no way to effectively lock all the doors in a timely manner. During a real lock-down or lock-in situation, doors could be secured immediately. Officers responding to an active shooter incident would have real data about which doors are locked. If an alarm is triggered after hours, the responding officers would immediately have access to the school and not have to wait for the school security to arrive on site.

A card key system would also allow police to access data associated with card key usage to verify who was in the building and when, should a theft occur. Recently, several computer thefts at one high school occurred. But during a two-month pilot project with a security camera installed, thefts ceased. This illustrates that with adequate security, crime prevention measures can be effective. In May 2008, after entering through an unlocked door, two teenagers did \$30,000 worth of damage at one of the high schools. This kind of entry would have been avoided with a card key swipe system.

The secondary part of the new security system would be to replace the high school public address security systems. Currently, there is no way to communicate via a public address system at any of the 10 high schools. All of the high schools have systems with missing speakers or need to be replaced outright. This is critical in the event of a large-scale violent incident or natural disaster. Each high school has a varied amount of needed speakers, depending on how many buildings they have. But with all speakers in place, building-wide communication would be attainable.

U.S. Department of Justice, Office of Community Oriented Policing Services
Secure Our Schools Grant
Project Description
City of Portland, Oregon Police Bureau Application Section 9 Attachment

B. School Safety Assessment Assurance

According to the SROs, security and administrators at the Portland Public School District, theft and vandalism occur mostly in the hours between school ending and the school being locked at night by custodial staff, weekends during unauthorized events, and sometimes, even when only faculty are present. In May 2008, two teenagers found an unlocked door at one high school and performed more than \$30,000 worth of vandalism.

Currently, anyone can gain access at the area's 10 high schools. High schools host numerous after-hours events. Some authorized, some not. Unauthorized personnel wandering the halls is commonplace during this time period. A site study was conducted recently by School District Security. The study found multiple doors left open, propped open or found unlocked. Access into the schools was not controlled during the day, allowing intruders, transients, non-students and suspended and expelled students easy access into the high schools.

Unauthorized events have also become a way for thieves and vandals to operate in the schools. In the past, events were held at a high school with permission by an associate of the school (such as a coach) who did not have the authority to grant such permission. These events draw many outside people to the school and once inside, they are free to vandalize or steal.

Finally, there have been issues at some high schools where police have concluded the thefts may have been performed by people employed by or associated with the School District. With the ability to analyze who is in the school and when, SROs strongly feel the likelihood of this kind of theft would decrease.

SECTION 10: BUDGET NARRATIVE

This section is applicable to COPS applicants applying under the Child Sexual Predator Program, Community Policing Development Program, Methamphetamine Initiative, Secure Our Schools, Technology Program, and the Tribal Resources Grant Program.

Check here if not applicable

In the Budget Narrative, you must attach a brief description of each item proposed for purchase, its purpose, and how the items relate to the overall project. Like items may be grouped together for ease of reporting. The structure of the Budget Narrative must mirror the structure of the Budget Detail Worksheet included in this application. In other words, each item reported in the Budget Narrative must fall under one of the following budget categories: Sworn Officer Positions, Civilian/Non-Sworn Personnel, Equipment/Technology, Other Costs, Supplies, Travel/Training, Contracts/Consultants, and Indirect Costs. For your information, a sample Budget Narrative and a sample Budget Detail Worksheet are included in the COPS Application Guide. Every item included on the Budget Detail Worksheet must be included in the Budget Narrative.

Note that allowable/unallowable costs will vary widely between different COPS grant programs and cooperative agreements. Please ensure that you refer to the program-specific portion of the COPS Application Guide - "Federal Funding: Allowable & Unallowable Costs" section for a complete list of the allowable and unallowable costs associated with the particular program for which you are applying. Including unallowable items on your application may delay the processing of your application and could ultimately result in the denial of your request.

SECTION 11: MEMORANDUM OF UNDERSTANDING

This section is applicable to COPS applicants applying under the Child Sexual Predator Program.

Check here if not applicable

Please attach a Memorandum of Understanding (MOU) to your application that defines the roles and responsibilities of the individuals and partner(s) involved in your proposed project. Please refer to the program-specific portion of the Guide for a complete description of information pertaining to the required MOU.

U.S. Department of Justice, Office of Community Oriented Policing Services
Secure Our Schools Grant
Budget Narrative
City of Portland, Oregon Police Bureau Application Section 10 Attachment

Budget Narrative

Section A: Sworn Officer Positions (\$ - 0-) There are no sworn officer position expenses associated with this grant request.

Section B: Civilian/Non-Sworn Personnel (\$ - 0-) There are no civilian/non-sworn personnel expenses associated with this grant request.

Section C: Equipment/Technology (\$767,120) These expenses are for the card key access system, the open door alarm sensors, the access card key infrastructure and public address speakers. The School District has 10 high schools, all with an average of 10 exterior doors that would have a card key system. Other exterior doors would have the hardware removed so that they could not be accessed by the outside. The open door alarm sensor would provide security personnel with the ability to see at a glance that an unauthorized door is open. Currently, each door of a high school has to be physically checked. The access card key system will need a central infrastructure system in order to be operational. This system will allow for the coding of access cards, deactivating of cards and tracking of the cards, which will provide access data to School District administrators. Currently, there is no adequate way to use the public address security system at any of the 10 high schools. Each address system has broken or missing speakers. It will take a minimum of 384 speakers to make the address system at each high school functional.

U.S. Department of Justice, Office of Community Oriented Policing Services
Secure Our Schools Grant
Budget Narrative
City of Portland, Oregon Police Bureau Application Section 10 Attachment

Section D: Other Costs (\$32,880) These costs are for software, pre-paid warranties and maintenance agreements (not to exceed 24-months).

Section E: Supplies (\$ - 0-) There are no supply costs associated with this grant request.

Section F: Travel (\$ - 0-) There are no travel expenses associated with this grant request.

Section G: Contracts/Consultants (\$ - 0-) There are no contract or consultant expenses associated with this grant request.

Section H: Indirect Costs (\$ - 0-) There are no indirect costs associated with this grant request.

HIGH SCHOOL CARD KEY ACCESS DEFICIENCIES

Building	Doors selected (10 or less)	Preliminary cost est
BENSON HS		
BUILDING A - EXTERIOR	5	\$ 21,390
BUILDING B - EXTERIOR	1	\$ 4,278
BUILDING C - EXTERIOR	0	\$ -
BUILDING D - EXTERIOR	0	\$ -
BUILDING E - EXTERIOR	2	\$ 8,556
BUILDING F - EXTERIOR	1	\$ 4,278
BUILDING G - EXTERIOR	0	\$ -
BUILDING H - EXTERIOR	1	\$ 4,278
BUILDING J - EXTERIOR	0	\$ -
Exterior Card Key Total	10	\$ 42,780

HIGH SCHOOL CARD KEY ACCESS DEFICIENCIES

Building	Doors selected (10 or less)	Preliminary cost est
JEFFERSON HS		
BUILDING A - EXTERIOR	4	\$ 17,112
BUILDING B - EXTERIOR	1	\$ 4,278
BUILDING C - EXTERIOR	1	\$ 4,278
BUILDING D - EXTERIOR	0	\$ -
BUILDING E - EXTERIOR	2	\$ 8,556
Exterior Card Key Total	8	\$ 34,224

HIGH SCHOOL CARD KEY ACCESS DEFICIENCIES

Building	Doors selected (10 or less)	Preliminary cost est
ROOSEVELT		
BUILDING A - EXTERIOR	4	\$ 17,112
BUILDING B - EXTERIOR	0	\$ -
BUILDING C - EXTERIOR	2	\$ 8,556
BUILDING D - EXTERIOR	2	\$ 8,556
BUILDING E - EXTERIOR	1	\$ 4,278
BUILDING F - EXTERIOR	2	\$ 8,556
Exterior Card Key Total	11	\$ 47,058

Building	Doors selected (10 or less)	Preliminary cost est
CLEVELAND HS		
BUILDING A - EXTERIOR	5	\$ 21,390
BUILDING B - EXTERIOR	1	\$ 4,278
BUILDING C - EXTERIOR	2	\$ 8,556
BUILDING D - EXTERIOR	3	\$ 12,834
BUILDING E - EXTERIOR	0	\$ -
BUILDING F - EXTERIOR	0	\$ -
BUILDING P1 - EXTERIOR	0	\$ -
Exterior Card Key Total	11	\$ 47,058

Building	Doors selected (10 or less)	Preliminary cost est
LINCOLN HS		
BUILDING A - EXTERIOR	10	\$ 42,780
BUILDING B - EXTERIOR	0	\$ -
BUILDING C - EXTERIOR	0	\$ -
BUILDING D - EXTERIOR	0	\$ -
BUILDING E - EXTERIOR	0	\$ -
BUILDING P1 EXTERIOR	0	\$ -
Exterior Card Key Total	10	\$ 42,780

Building	Doors selected (10 or less)	Preliminary cost est
WILSON		
BUILDING A - EXTERIOR	10	\$ 42,780
BUILDING B - EXTERIOR	0	\$ -
BUILDING C - EXTERIOR	0	\$ -
BUILDING D - EXTERIOR	0	\$ -
BUILDING E - EXTERIOR	0	\$ -
BUILDING F - EXTERIOR	0	\$ -
Exterior Card Key Total	10	\$ 42,780

Building	Doors selected (10 or less)	Preliminary cost est
FRANKLIN HS		
BUILDING A - EXTERIOR	3	\$ 12,834
BUILDING B - EXTERIOR	2	\$ 8,556
BUILDING C - EXTERIOR	4	\$ 17,112
BUILDING D - EXTERIOR	1	\$ 4,278
BUILDING E - EXTERIOR	1	\$ 4,278
BUILDING F - EXTERIOR	0	\$ -
BUILDING G - EXTERIOR	0	\$ -
Exterior Card Key Total	11	\$ 47,058

Building	Doors selected (10 or less)	Preliminary cost est
MADISON HS		
BUILDING A - EXTERIOR	10	\$ 42,780
BUILDING B - EXTERIOR	0	\$ -
BUILDING C - EXTERIOR	0	\$ -
BUILDING D - EXTERIOR	0	\$ -
BUILDING E - EXTERIOR	0	\$ -
Exterior Card Key Total	10	\$ 42,780

Building	Doors selected (10 or less)	Preliminary cost est
MARSHALL HS		
BUILDING A - EXTERIOR	10	\$ 42,780
BUILDING B - EXTERIOR	0	\$ -
BUILDING C - EXTERIOR	0	\$ -
BUILDING D - EXTERIOR	0	\$ -
BUILDING E - EXTERIOR	0	\$ -
Exterior Card Key Total	10	\$ 42,780

Sub Total	\$ 427,800
Open Door Alarm Sensors	\$ 120,000
Access card key Infrastructure	\$ 35,000
Other costs	\$ 32,880
Grand Total	\$ 615,680

Approximately 10 doors selected for each H.S.

**SECONDARY SCOPE OF WORK
HIGH SCHOOL PUBLIC ADDRESS
SECURITY SYSTEMS**

USDOJ COPS
Secure Our Schools Grant
City of Portland, Oregon Police Bureau Application
Section 10 Attachment

PUBLIC ADDRESS SPEAKERS ARE MISSING OR NEED REPLACED

BENSON HS	count	cost
BUILDING A - INTERIOR	10	\$ 4,800
BUILDING B - INTERIOR	4	\$ 1,920
BUILDING C - INTERIOR	2	\$ 960
BUILDING D - INTERIOR	4	\$ 1,920
BUILDING E - INTERIOR	9	\$ 4,320
BUILDING F - INTERIOR	9	\$ 4,320
BUILDING G - INTERIOR	5	\$ 2,400
BUILDING H - INTERIOR	5	\$ 2,400
BUILDING J - INTERIOR	4	\$ 1,920
BUILDING K - INTERIOR	1	\$ 480
TOTAL	53	\$ 25,440

CLEVELAND HS	COUNT	COST
BUILDING A - INTERIOR	21	\$10,080
BUILDING B - INTERIOR	5	\$2,400
BUILDING C - INTERIOR	1	\$480
BUILDING D - INTERIOR	3	\$1,440
BUILDING E - INTERIOR	1	\$480
BUILDING F - INTERIOR	1	\$480
BUILDING P1 - INTERIOR		
TOTAL	32	\$15,360

FRANKLIN HS	COUNT	COST
BUILDING A - INTERIOR	5	\$2,400
BUILDING B - INTERIOR	4	\$1,920
BUILDING C - INTERIOR	10	\$4,800
BUILDING D - INTERIOR	3	\$1,440
BUILDING E - INTERIOR	5	\$2,400
BUILDING F - INTERIOR	2	\$960
BUILDING G - INTERIOR		
TOTAL	29	\$13,920

GRANT HS	COUNT	COST
BUILDING A - INTERIOR	4	\$1,920
BUILDING B - INTERIOR	7	\$3,360
BUILDING C - INTERIOR	5	\$2,400
BUILDING D - INTERIOR	3	\$1,440
BUILDING E - INTERIOR	11	\$5,280
BUILDING F - INTERIOR	5	\$2,400
BUILDING G - INTERIOR	2	\$960
BUILDING H - INTERIOR	1	\$480
BUILDING J - INTERIOR	1	\$480
TOTAL	39	\$18,720

PUBLIC ADDRESS SPEAKERS ARE MISSING OR NEED REPLACED

JEFFERSON HS	COUNT	COST
BUILDING A - INTERIOR	18	\$ 8,640
BUILDING B - INTERIOR	4	\$ 1,920
BUILDING C - INTERIOR	11	\$ 5,280
BUILDING D - INTERIOR	4	\$ 1,920
BUILDING E - INTERIOR	5	\$ 2,400
BUILDING F - INTERIOR	1	\$ 480
TOTAL	43	\$ 20,640

LINGCOLN HS	COUNT	COST
BUILDING A - INTERIOR	28	\$13,440
BUILDING B - INTERIOR	1	\$480
BUILDING C - INTERIOR		
BUILDING D - INTERIOR		
BUILDING E - INTERIOR		
BUILDING F - INTERIOR		
BUILDING P1 - INTERIOR		
TOTAL	29	\$13,920

MADISON HS	COUNT	COST
BUILDING A - INTERIOR	49	\$23,520
BUILDING B - INTERIOR	3	\$1,440
BUILDING C - INTERIOR		
BUILDING D - INTERIOR		
BUILDING E - INTERIOR		
BUILDING F - INTERIOR		
TOTAL	52	\$24,960

MARSHALL	COUNT	COST
BUILDING A - INTERIOR	33	\$15,840
BUILDING B - INTERIOR	1	\$480
BUILDING C - INTERIOR		
BUILDING D - INTERIOR		
BUILDING E - INTERIOR		
BUILDING F - INTERIOR		
TOTAL	34	\$16,320

PUBLIC ADDRESS SPEAKERS ARE MISSING OR NEED REPLACED

ROOSEVELT	COUNT	COST
BUILDING A - INTERIOR	7	\$ 3,360
BUILDING B - INTERIOR	1	\$ 480
BUILDING C - INTERIOR	6	\$ 2,880
BUILDING D - INTERIOR	10	\$ 4,800
BUILDING E - INTERIOR	4	\$ 1,920
BUILDING F - INTERIOR	5	\$ 2,400
TOTAL	33	\$ 15,840

Wilson	COUNT	COST
BUILDING A - INTERIOR	39	\$18,720
BUILDING B - INTERIOR	1	\$ 480
BUILDING C - INTERIOR		
BUILDING D - INTERIOR		
BUILDING E - INTERIOR		
BUILDING F - INTERIOR		
TOTAL	40	\$19,200

Total for all High Schools	Count	Cost
	384	\$ 184,320

Secondary Scope Budget	\$ 165,000
-------------------------------	-------------------

SECTION 12: OFFICIAL PARTNER(S) CONTACT INFORMATION

Check here if not applicable

An official "partner" under the grant may be a governmental or private entity that has established a legal, contractual, or other agreement with the applicant for the purpose of supporting and working together for mutual benefits of the grant. **Please refer to the Application Guide for a complete description of partnership requirements under the grant program for which you are applying.**

Please attach additional partner information pages to your application, if necessary.

Title: Superintendent			
First Name: Carole	MI:	Last Name: Smith	Suffix:
Name of Partner Agency (e.g., School District):		Portland Public Schools	
Type of Partner Agency (e.g., School District):		School District	
Street Address 1: 501 N. Dixon Street			
Street Address 2:			
City: Portland	State: OR	Zip Code: 97227	
Telephone: (503) 916-3200		Fax: 503-916-3110	
E-mail: csmith1@pps.k12.or.us			

Title:			
First Name:	MI:	Last Name:	Suffix:
Name of Partner Agency (e.g., School District):			
Type of Partner Agency (e.g., School District):			
Street Address 1:			
Street Address 2:			
City:	State:	Zip Code:	
Telephone:		Fax:	
E-mail:			



PORTLAND PUBLIC SCHOOLS

501 N. Dixon Street • Portland, OR 97227
Telephone: (503) 916-3200 • Fax: (503) 916-3110
Mailing Address: P.O. Box 3107 / 97208-3107
E-mail Address: csmith1@pps.k12.or.us

Carole Smith
Superintendent

OFFICE OF THE SUPERINTENDENT

May 21, 2008

Lynnae Berg, Acting Chief of Police
Portland Police Bureau
1111 SW 2nd Ave.
Portland, Or. 97024

Dear Chief Berg,

I have received your letter regarding the COPS Secure Our Schools (SOS) 2008 grant program. I understand that a partnership between the Portland Police Bureau and Portland Public Schools will enable the Police Bureau to apply for this grant.

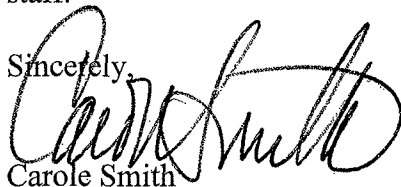
It is also my understanding that there is a \$400,000 maximum award per agency. I would ask the Portland Police Bureau to pursue the maximum amount and Portland Public Schools will commit to a matching fund up to \$400,000.

The grant money would be used to install an electronic swipe card key system in our ten high schools which would allow greater control of people entering our schools in addition to enabling us to secure the doors in the event of an emergency.

Our grant writer, Susan Jordan, has agreed to help in preparing and reviewing the grant. In addition, Bryan Winchester, Director of Facilities, and Dennis Tune, Director of Security Services, will assist in providing any statistics or documentation needed in writing the grant. Both Sgt. Perkins and Dennis Tune are currently working together to obtain the needed information for a timely completion of the application.

I want to thank you for pursuing this grant that will allow the Portland Police Bureau and Portland Public Schools to make our schools safer and more secure for our students and staff.

Sincerely,



Carole Smith

C: Fiscal ✓
SSD
Sgt Perkins

SECTION 13: INCIDENT DATA

Incident data is required for the Secure Our Schools grant program. The data reported should cover the time period of September 1, 2006 to August 31, 2007, and should only include incidents that took place in and around the partnering schools. Please refer to the program guide for specific information and instructions regarding the data required for this submission.

Check here if not applicable.

Type of Incident	# of Incidents Reported
Homicide	0
Sexual Offenses	6
Aggravated/Major Assaults—for example, an attack with hands, fist, feet, or weapons on an individual.	27
Simple/Minor Assaults—stalking, intimidation/bullying/coercion, etc.	29
Thefts (Includes Reports of Stolen Property)	86
Possession/Sale of Illegal Weapons	12
Vandalism/Destruction of Property	384
Alcohol-Related Offenses	48
Possession, Use or Sale of Drugs	42
Disorderly Conduct	88

School Data	Totals
Truancy	427
Detentions	0
Suspensions	956
Expulsions	94
Threats to School Property	172
# of Schools Involved in Project	10
Total Student Population for Involved Schools	13,591

SECTION 14: CERTIFICATION OF REVIEW AND REPRESENTATION OF COMPLIANCE WITH REQUIREMENTS

Certification of Review of 28 C.F.R. Part 23/Criminal Intelligence Systems

You must answer this question regardless of the type of COPS grant for which you are applying. Please review the COPS Application Guide: Legal Requirements Section for additional information.

Please check one of the following, as applicable to your agency's intended use of this grant:

- No, my agency will not use these COPS grant funds (if awarded) to operate an interjurisdictional criminal intelligence system.
- Yes, my agency will use these COPS grant funds (if awarded) to operate an interjurisdictional criminal intelligence system. By signing below, we assure that our agency will comply with the requirements of 28 C.F.R. Part 23.

The signatures of the Law Enforcement Executive/Program Official and Government Executive/Financial Official, and any applicable program partners on the Certification of Review and Representation of Compliance with Requirements:

- 1) Assures the COPS Office that the applicant will comply with all legal, administrative, and programmatic requirements that govern the applicant for acceptance and use of federal funds as outlined in the applicable COPS Application Guide; AND
- 2) Attests to the accuracy of the information submitted with this application (including the Budget Detail Worksheets).

The signatures on the reverse side of this page must be made by the actual executives named on this application unless there is an officially documented authorization for a delegated signature. If your jurisdiction has such an official document, it must be attached to this application. Applications with missing, incomplete, or inaccurate signatures or responses may not be considered for funding. Stamped or electronic signatures (unless applying online via Grants.gov) also will not be accepted. Original signatures are required. Faxed copies will not be accepted. Applications postmarked after the final application deadline date may not be considered for funding.

Signatures 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 grant.

Please be advised that a hold may be placed on this application if it is deemed that the applicant agency is not in compliance with federal civil rights laws, and/or is not cooperating with an ongoing federal civil rights investigation, and/or is not cooperating with a COPS Office compliance investigation concerning a current grant award.

By signing on the reverse side of this page, I certify that I have read, understand, and agree, if awarded, to abide by all of the applicable grant compliance terms and conditions as outlined in the COPS Application Guide. In addition, I certify that the information provided on this form and any attached forms is true and accurate to the best of my knowledge. I understand that false statements or claims made in connection with COPS programs may result in fines, imprisonment, debarment from participating in federal grants, cooperative agreements, or contracts, and/or any other remedy available by law to the federal government.

Law Enforcement Executive/Program Official's Signature:

Rodanne M. Dyer Date: 6/12/08
(Signature of person named in Section 2 of this form)

Government Executive/Financial Official's Signature:

John Gott Date: 6/13/08
(Signature of person named in Section 2 of this form)

Official Partner(s) Signature:

Carol Smith Date: 6/12/08
(Signature of person(s) named in Section 12 of this form, if applicable)

Date: _____
(Signature of person(s) named in Section 12 of this form, if applicable)

Date: _____
(Signature of person(s) named in Section 12 of this form, if applicable)

Date: _____
(Signature of person(s) named in Section 12 of this form, if applicable)

SECTION 15: ASSURANCES

Several provisions of federal law and policy apply to all grant programs. We (the Office of Community Oriented Policing Services) need to secure your assurance that the applicant will comply with these provisions. If you would like further information about any of these assurances, please contact your state's COPS Grant Program Specialist at (800) 421-6770.

By the applicant's authorized representative's signature, the applicant assures that it will comply with all legal and administrative requirements that govern the applicant for acceptance and use of federal grant funds. In particular, the applicant assures us that:

1. It has been legally and officially authorized by the appropriate governing body (for example, mayor or city council) to apply for this grant and that the persons signing the application and these assurances on its behalf are authorized to do so and to act on its behalf with respect to any issues that may arise during processing of this application.
2. It will comply with the provisions of federal law, which limit certain political activities of grantee employees whose principal employment is in connection with an activity financed in whole or in part with this grant. These restrictions are set forth in 5 U.S.C. § 1501, et seq.
3. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, if applicable.
4. It will establish safeguards, if it has not done so already, to prohibit employees from using their positions for a purpose that is, or gives the appearance of being, motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties.
5. It will give the Department of Justice or the Comptroller General access to and the right to examine records and documents related to the grant.
6. It will comply with all requirements imposed by the Department of Justice as a condition or administrative requirement of the grant, including but not limited to: the requirements of 28 CFR Part 66 and 28 CFR Part 70 (governing administrative requirements for grants and cooperative agreements); 2 CFR Part 225 (OMB Circular A-87), 2 CFR 220 (OMB Circular A-21), 2 CFR Part 230 (OMB Circular A-122) and 48 CFR Part 31.000, et seq. (FAR 31.2) (governing cost principles); OMB Circular A-133 (governing audits) and other applicable OMB circulars; the applicable provisions of the Omnibus Crime Control and Safe Streets Act of 1968, as amended; 28 CFR Part 38.1; the current edition of the COPS Grant Monitoring Standards and Guidelines; the applicable COPS Grant Owners Manuals; and with all other applicable program requirements, laws, orders, regulations, or circulars.
7. If applicable, it will, to the extent practicable and consistent with applicable law, seek, recruit and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement by increasing their ranks within the sworn positions in the agency.
8. It will not, on the ground of race, color, religion, national origin, gender, disability or age, unlawfully exclude any person from participation in, deny the benefits of or employment to any person, or subject any person to discrimination in connection with any programs or activities funded in whole or in part with federal funds. These civil rights requirements are found in the non-discrimination provisions of the Omnibus Crime Control and Safe Streets Act of 1968, as amended (42 U.S.C. § 3789(d)); Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. § 2000d); the Indian Civil Rights Act (25 U.S.C. §§ 1301-1303); Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794); Title II, Subtitle A of the Americans with Disabilities Act (ADA) (42 U.S.C. § 12101, et seq.); the Age Discrimination Act of 1975 (42 U.S.C. § 6101, et seq.); and Department of Justice Non-Discrimination Regulations contained in Title 28, Parts 35 and 42 (subparts C, D, E and G) of the Code of Federal Regulations.
- A. In the event that any court or administrative agency makes a finding of discrimination on grounds of race, color, religion, national origin, gender, disability or age against the applicant after a due process hearing, it agrees to forward a copy of the finding to the Office of Civil Rights, Office of Justice Programs, 810 7th Street, NW, Washington, D.C. 20531.
- B. Grantees that have 50 or more employees and grants over \$500,000 (or over \$1,000,000 in grants over an eighteen-month period), must submit an acceptable Equal Employment Opportunity Plan ("EEOP") or EEOP short form (if grantee is required to submit an EEOP under 28 CFR 42.302), that is approved by the Office of Justice Programs, Office for Civil Rights within 60 days of the award start date. For grants under \$500,000, but over \$25,000, or for grantees with fewer than 50 employees, the grantee must submit an EEOP Certification. (Grantees of less than \$25,000 are not subject to the EEOP requirement.)
9. Pursuant to Department of Justice guidelines (June 18, 2002 Federal Register (Volume 67, Number 117, pages 41455-41472)), under Title VI of the Civil Rights Act of 1964, it will ensure meaningful access to its programs and activities by persons with limited English proficiency.
10. It will ensure that any facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify us if advised by the EPA that a facility to be used in this grant is under consideration for such listing by the EPA.

11. If the applicant's state has established a review and comment procedure under Executive Order 12372 and has selected this program for review, it has made this application available for review by the state Single Point of Contact.

12. It will submit all surveys, interview protocols, and other information collections to the COPS Office for submission to the Office of Management and Budget for clearance under the Paperwork Reduction Act of 1995 if required.

13. It will comply with the Human Subjects Research Risk Protections requirements of 28 CFR Part 46 if any part of the funded project contains non-exempt research or statistical activities which involve human subjects and also with 28 CFR Part 22, requiring the safeguarding of individually identifiable information collected from research participants.

14. Pursuant to Executive Order 13043, it will enforce on-the-job seat belt policies and programs for employees when operating agency-owned, rented or personally-owned vehicles.

15. It will not use COPS funds to supplant (replace) state, local, or Bureau of Indian Affairs funds that otherwise would be made available for the purposes of this grant, as applicable.


16. If the awarded grant contains a retention requirement, it will retain the increased officer staffing level and/or the increased officer redeployment level, as applicable, with state or local funds for a minimum of one full local budget cycle following expiration of the grant period.

17. It will not use any federal funding directly or indirectly to influence in any manner a Member of Congress, a jurisdiction, or an official of any government, to favor, adopt, or oppose, by vote or otherwise, any legislation, law ratification, policy or appropriation whether before or after the introduction of any bill, measure, or resolution proposing such legislation, law, ratification, policy or appropriation as set forth in the Anti-Lobby Act, 18 U.S.C. 1913.

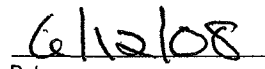
False statements or claims made in connection with COPS grants (including cooperative agreements) may result in fines, imprisonment, disbarment from participating in federal grants or contracts, and/or any other remedy available by law.

I certify that the assurances provided are true and accurate to the best of my knowledge.


Elections or other selections of new officials will not relieve the grantee entity of its obligations under this grant.



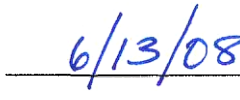
Signature of Law Enforcement Executive (or Official with Programmatic Authority, as applicable)



Date



Signature of Government Executive (or Official with Financial Authority, as applicable)



Date

SECTION 16: CERTIFICATIONS

Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements Coordination with Affected Agencies.

Although the Department of Justice has made every effort to simplify the application process, other provisions of federal law require us to seek your agency's certification regarding certain matters. Applicants should read the regulations cited below and the instructions for certification included in the regulations to understand the requirements and whether they apply to a particular applicant. Signing this form complies with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 28 CFR Part 67, "Government-Wide Debarment and Suspension (Nonprocurement)," 28 CFR Part 83 Government-Wide Requirements for Drug-Free Workplace (Grants)," and the coordination requirements of the Public Safety Partnership and Community Policing Act of 1994. 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 grant.

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)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 2 CFR Part 2867, for prospective participants in primary covered transactions, as defined at 2 CFR Part 2867, Section 2867.437 -

A. The applicant certifies that it and its principals:

(i) 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;

(ii) 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) or private agreement or transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects your present responsibility.

(iii) 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 (A)(ii) of this certification; and

(iv) 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

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. Drug-Free Workplace (Grantees Other Than Individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 83, for grantees, as defined at 28 CFR Part 83, Sections 83 and 83.510 -

A. The applicant certifies that it will, or will continue to, provide a drug-free workplace by:

(i) 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;

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

- (a) The dangers of drug abuse in the workplace;
- (b) The grantee's policy of maintaining a drug-free workplace;
- (c) Any available drug counseling, rehabilitation and employee assistance programs; and
- (d) The penalties that may be imposed upon employees for drug-abuse violations occurring in the workplace;
- (iii) 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 (i);
- (iv) Notifying the employee in the statement required by paragraph (i) that, as a condition of employment under the grant, the employee will -
- (a) Abide by the terms of the statement; and
- (b) 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;
- (v) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (iv)(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: COPS Office, 1100 Vermont Ave., NW, Washington, D.C. 20530. Notice shall include the identification number(s) of each affected grant.
- (vi) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (iv)(b), with respect to any employee who is so convicted -

- (a) 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
- (b) 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;
- (vii) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (i), (ii), (iii), (iv), (v) and (vi).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of performance (street address, city, county, state, zip code)

Check if there are workplaces on file that are not identified here.

4. Coordination

The Public Safety Partnership and Community Policing Act of 1994 requires applicants to certify that there has been appropriate coordination with all agencies that may be affected by the applicant's grant proposal if approved. Affected agencies may include, among others, the Office of the United States Attorney, state or local prosecutors, or correctional agencies. The applicant certifies that there has been appropriate coordination with all affected agencies.

Grantee Agency Name and Address: City of Portland, Oregon, Police Bureau 1120 SW 5th Ave. Room 1250

Portland, OR 97204 Grantee IRS/ Vendor Number: 936002236

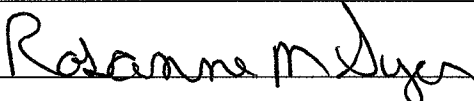
False statements or claims made in connection with COPS grants (including cooperative agreements) may result in fines, imprisonment, disbarment from participating in federal grants or contracts, and/or any other remedy available by law.

I certify that the assurances provided are true and accurate to the best of my knowledge.

Elections or other selections of new officials will not relieve the grantee entity of its obligations under this grant.

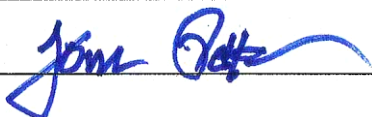
Typed Name and Title of Law Enforcement Executive (or Official with Programmatic Authority, as applicable):

Roxanne Sizer, Chief of Police, Portland Police Bureau

Signature:  Date: 6/12/08

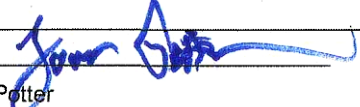
Typed Name and Title of Government Executive (or Official with Financial Authority, as applicable): Tom Potter, Mayor

City of Portland, Oregon

Signature:  Date: 6/13/08

Disclosure of Lobbying Activities

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

<p>1. Type of Federal Action: <u>b</u></p> <p>a. contract b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance</p>	<p>2. Status of Federal Action: <u>a</u></p> <p>a. bid/offer/application b. initial award c. post-award</p> <p>3. Report Type: <u>a</u></p>	<p>a. initial filing b. material change</p> <p><i>For Material Change Only:</i> Year: _____ Quarter: _____ Date of last report _____</p>
<p>4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District (number), if known: <u>1,3,5</u></p>	<p>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: Congressional District (number), if known: _____</p>	
<p>6. Federal Department/Agency: US Department of Justice Office of Community Oriented Policing Services</p>	<p>7. Federal Program Name/Description: CFDANumber, if applicable: <u>16.710</u> Secure Our Schools Program</p>	
<p>8. Federal Action Number, if known: COPS-SOS-2008-1</p>	<p>9. Award Amount, if known: \$ 400,000.00</p>	
<p>10. a. Name and Address of Lobbying Registrant <i>(if individual, last name, first name, MI):</i></p>	<p>10. b. Individuals Performing Services <i>(including address if different from No.10a) (last name, first name, MI):</i></p>	
<p>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.</p>	<p>Signature: </p> <p>Print Name: <u>Tom Potter</u></p> <p>Title: <u>Mayor, City of Portland</u></p> <p>Telephone No.: <u>503-823-4120</u> Date: <u>6/13/08</u></p>	
<p>Federal Use Only:</p>	<p>Authorized for Local Reproduction, Standard Form - LLL</p>	

Applicant Legal Name: City of Portland, Oregon Po

A. SWORN OFFICER POSITIONS No Sworn Officer Positions Requested

Instructions: For COPS programs which fund sworn officer positions, you may apply for entry-level salaries and benefits of newly-hired, additional sworn law enforcement officers. Please refer to the Application Guide for information on the length of the grant term for the specific program under which you are applying.

This worksheet will assist your agency in properly organizing your **maximum estimated** salary and benefit costs and providing the necessary financial details for review by the COPS Office. Please list the entry-level base salary and fringe benefits **rounded to the nearest whole dollar** for one sworn officer position within your agency. COPS hiring funds may also be used to pay for entry-level salaries and benefits of newly-hired, additional officers who will backfill the positions of locally-funded veteran officers that will be deployed into community policing specialty areas (e.g., School Resource Officers). **Do not include employee contributions.**

Complete part 1 if you are requesting funds for full-time officer positions. Part-time officer positions will not be funded.

Officer Positions Requested:

Full-time Officer Positions Requested: Not applicable

Enter the number of new, entry-level full-time officer positions that are being requested. Do not include any officers already funded (or for which funding has been requested) under any other COPS grants or any positions otherwise funded with state, local, tribal, or BIA funds. Your request should be consistent with your agency's law enforcement needs. Do not request more positions than your agency can support and retain.

A. SWORN OFFICER POSITIONS

Part 1: Full-Time Sworn Officer Information			
A. Total Entry-Level Base Salary for One Position \$ _____ .00 x _____ Years = \$ _____ .00			
Fringe Benefit Costs Should Be Calculated Based on the Full Grant Term Shown in Section A.			
B. FRINGE BENEFITS:	COST:	% OF BASE:	ADDITIONAL INFORMATION:
Social Security	\$ _____ .00	_____ %	Exempt: <input type="checkbox"/> Fixed Rate: <input type="checkbox"/> <i>Cannot exceed 6.2% of Total Base Salary. If less than 6.2%, exempt, or fixed rate, provide an explanation in "Sworn Officer Position Budget Summary" on page 45.</i>
Medicare	\$ _____ .00	_____ %	Exempt: <input type="checkbox"/> Fixed Rate: <input type="checkbox"/> <i>Cannot exceed 1.45% of Total Base Salary. If less than 1.45%, exempt, or fixed rate, provide an explanation in the "Sworn Officer Position Budget Summary" on page 45.</i>
Health Insurance	\$ _____ .00	_____ %	Family Plan: <input type="checkbox"/> Fixed Rate: <input type="checkbox"/> <i>Cannot exceed 30% of the Total Base Salary for individual plans, or 45% for family plans. If it exceeds these rates or is a fixed rate, provide an explanation in the "Sworn Officer Position Budget Summary" on page 45.</i>
Life Insurance	\$ _____ .00	_____ %	
Vacation	\$ _____ .00	_____ %	Number of Hours Annually: _____
Sick Leave	\$ _____ .00	_____ %	Number of Hours Annually: _____
Retirement	\$ _____ .00	_____ %	Fixed Rate: <input type="checkbox"/> <i>Cannot exceed 20% of the Total Base Salary (unless a fixed rate). If a fixed rate, provide an explanation in the "Sworn Officer Position Budget Summary" on page 45.</i>
Worker's Compensation	\$ _____ .00	_____ %	Exempt: <input type="checkbox"/> Fixed Rate: <input type="checkbox"/> <i>Cannot exceed 10% of the Total Base Salary. If exempt or if it exceeds this rate, provide an explanation in the "Sworn Officer Position Budget Summary" on page 45.</i>
Unemployment Insurance	\$ _____ .00	_____ %	Exempt: <input type="checkbox"/> Fixed Rate: <input type="checkbox"/> <i>Cannot exceed 5% of the Total Base Salary. If exempt or if it exceeds this rate, please provide an explanation in the "Sworn Officer Position Budget Summary" on page 45.</i>
Other _____	\$ _____ .00	_____ %	Describe: _____
Other _____	\$ _____ .00	_____ %	Describe: _____
Other _____	\$ _____ .00	_____ %	Describe: _____
Total Benefits (1 Position) = \$ _____			
C. Total Salary \$ _____ + Total Benefits \$ _____ x _____ # of Positions = \$ _____			
Part A	(One Position)	Part B	(One Position)
		<i>Transfer to Budget Summary Line 1</i>	

Part 2: Sworn Officer Position Budget Summary (all applicants requesting officer positions must complete this section)

After completing Part 1 of this form, answer the following questions. If necessary, attach an explanation of how you computed salaries and benefits for this worksheet. Be sure to answer EVERY question. Missing or erroneous information could significantly delay the review of your agency's request.

1. If your agency's second and/or third-year costs for salaries and/or fringe benefits increase after the first year, check the reason(s) why in the space below:

- Cost of living adjustment (COLA) Step raises Change in benefit costs
- Other - please explain briefly: _____

**2. If an explanation is required for any of the following categories, please provide in the space below:
1) Social Security, 2) Medicare, 3) Health Insurance, 4) Retirement, 5) Worker's Compensation, and
6) Unemployment Insurance**

- 1) Social Security: _____
- 2) Medicare: _____
- 3) Health Insurance: _____
- 4) Retirement: _____
- 5) Worker's Compensation: _____
- 6) Unemployment Insurance: _____

B. CIVILIAN/NON-SWORN PERSONNEL No Civilian/Non-Sworn Personnel Positions Requested

Instructions: Each position must be listed and computed separately. If additional space is necessary, please make copies of this table and attach them to your application.

Part 1: Total Base Salary and Fringe Benefits for Civilian/Non-Sworn Personnel			
A. POSITION TITLE: _____			
Base Salary Computation: (\$ _____ X _____) X _____ = \$ _____ .00 (Base Salary Subtotal) (Annual Base Salary X Percent of Time Devoted to the Project) X Number of Years Devoted to the Project			
Fringe Benefit Costs Should Be Calculated Based on the Full Grant Term Shown in Section A.			
B. FRINGE BENEFITS:	COST:	% OF BASE:	ADDITIONAL INFORMATION:
Social Security	\$ _____ .00	_____ %	Exempt: <input type="checkbox"/> Fixed Rate: <input type="checkbox"/> <i>Cannot exceed 6.2% of Total Base Salary. If less than 6.2%, exempt, or fixed rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 50.</i>
Medicare	\$ _____ .00	_____ %	Exempt: <input type="checkbox"/> Fixed Rate: <input type="checkbox"/> <i>Cannot exceed 1.45% of Total Base Salary. If less than 1.45%, exempt, or fixed rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 50.</i>
Health Insurance	\$ _____ .00	_____ %	Family Plan: <input type="checkbox"/> Fixed Rate: <input type="checkbox"/> <i>Cannot exceed 30% of the Total Base Salary for individual plans, or 45% for family plans. If it exceeds these rates or is a fixed rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 50.</i>
Life Insurance	\$ _____ .00	_____ %	
Vacation	\$ _____ .00	_____ %	Number of Hours Annually: _____
Sick Leave	\$ _____ .00	_____ %	Number of Hours Annually: _____
Retirement	\$ _____ .00	_____ %	Fixed Rate: <input type="checkbox"/> <i>Cannot exceed 20% of the Total Base Salary (unless a fixed rate). If a fixed rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 50.</i>
Worker's Compensation	\$ _____ .00	_____ %	Exempt: <input type="checkbox"/> Fixed Rate: <input type="checkbox"/> <i>Cannot exceed 10% of the Total Base Salary. If exempt or if it exceeds this rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 50.</i>
Unemployment Insurance	\$ _____ .00	_____ %	Exempt: <input type="checkbox"/> Fixed Rate: <input type="checkbox"/> <i>Cannot exceed 5% of the Total Base Salary. If exempt or if it exceeds this rate, please provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 50.</i>
Other _____	\$ _____ .00	_____ %	Describe: _____
Other _____	\$ _____ .00	_____ %	Describe: _____
Other _____	\$ _____ .00	_____ %	Describe: _____
Benefits Subtotal (1 Position): \$ _____			
C. Total Salary \$ _____ + Total Benefits \$ _____ = \$ _____			
Part A	(One Position)	Part B	(One Position) <i>Please be sure to complete Part D on page 49.</i>

Please include a detailed position description for all positions listed in the Budget Narrative.

Total Base Salary and Fringe Benefits for Civilian/Non-Sworn Personnel

A. POSITION TITLE: _____

Base Salary Computation: (\$ _____ X _____) X _____ = \$ _____ .00 (Base Salary Subtotal)
 (Annual Base Salary X Percent of Time Devoted to the Project) X Number of Years Devoted to the Project

Fringe Benefit Costs Should Be Calculated Based on the Full Grant Term Shown in Section A.

B. FRINGE BENEFITS: COST: % OF BASE: ADDITIONAL INFORMATION:

Social Security \$ _____ .00 _____ % Exempt: Fixed Rate:
 Cannot exceed 6.2% of Total Base Salary. If less than 6.2%, exempt, or fixed rate, provide an explanation in "Civilian/Non-Sworn Personnel Budget Summary" on page 51.

Medicare \$ _____ .00 _____ % Exempt: Fixed Rate:
 Cannot exceed 1.45% of Total Base Salary. If less than 1.45%, exempt, or fixed rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 51.

Health Insurance \$ _____ .00 _____ % Family Plan: Fixed Rate:
 Cannot exceed 30% of the Total Base Salary for individual plans, or 45% for family plans. If it exceeds these rates or is a fixed rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 51.

Life Insurance \$ _____ .00 _____ %

Vacation \$ _____ .00 _____ % Number of Hours Annually: _____

Sick Leave \$ _____ .00 _____ % Number of Hours Annually: _____

Retirement \$ _____ .00 _____ % Fixed Rate:
 Cannot exceed 20% of the Total Base Salary (unless a fixed rate). If a fixed rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 51.

Worker's Compensation \$ _____ .00 _____ % Exempt: Fixed Rate:
 Cannot exceed 10% of the Total Base Salary. If exempt or if it exceeds this rate, provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 51.

Unemployment Insurance \$ _____ .00 _____ % Exempt: Fixed Rate:
 Cannot exceed 5% of the Total Base Salary. If exempt or if it exceeds this rate, please provide an explanation in the "Civilian/Non-Sworn Personnel Budget Summary" on page 51.

Other _____ \$ _____ .00 _____ % Describe: _____

Other _____ \$ _____ .00 _____ % Describe: _____

Other _____ \$ _____ .00 _____ % Describe: _____

Benefits Subtotal (1 Position): \$ _____

C. Total Salary \$ _____ + **Total Benefits** \$ _____ = \$ _____
Part A (One Position) **Part B** (One Position) Please be sure to complete Part D.

D. Civilian/Non-Sworn Personnel Total: \$ _____

Add together all Subtotals per position. Transfer Total Civilian/Non-Sworn Personnel Cost to Budget Summary Line 2.

Please include a detailed position description for all positions listed in the Budget Narrative.

Part 2: Civilian/Non-Sworn Personnel Budget Summary (all applicants requesting civilian/non-sworn positions must complete this section)

After completing Part 1 of this form, answer the following questions. If necessary, attach an explanation of how you computed salaries and benefits for this worksheet. Be sure to answer EVERY question. Missing or erroneous information could significantly delay the review of your agency's request.

1. If your agency's second and/or third-year costs for salaries and/or fringe benefits increase after the first year, check the reason(s) why in the space below:

- Cost of living adjustment (COLA) Step raises Change in benefit costs
- Other - please explain briefly:

**2. If an explanation is required for any of the following categories, please provide in the space below:
1) Social Security, 2) Medicare, 3) Health Insurance, 4) Retirement, 5) Worker's Compensation, and
6) Unemployment Insurance**

1) Social Security: _____

2) Medicare: _____

3) Health Insurance: _____

4) Retirement: _____

5) Worker's Compensation: _____

6) Unemployment Insurance: _____

C. EQUIPMENT/TECHNOLOGY

No Equipment/Technology Requested

Instructions: List non-expendable items that are to be purchased. Non-expendable equipment is tangible property (e.g., technology) having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Expendable items should be included either in the "SUPPLIES" or "OTHER" categories. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially for high-price items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "CONTRACTS / CONSULTANTS" category.

Pursuant to the Consolidated Appropriations Act, 2008 (P.L. 110-161), be advised that, to the greatest extent practical, all equipment and products purchased with these funds must be American-made.

For agencies purchasing items related to enhanced communications systems, the COPS Office expects and encourages that, wherever feasible, such voice or data communications equipment should be incorporated into an intra- or interjurisdictional strategy for communications interoperability among federal, state, and local law enforcement agencies.

See the COPS Application Guide for a list of allowable/unallowable costs for the particular program for which you are applying.

Unit/Item Description	Computation (# of Items/Units X Unit Cost)	Per Item Subtotal
Card key access	(100 X 4,278.00)	\$ 427,800.00
Open door alarm sensors	(1 X 120,000.00)	\$ 120,000.00
Access card key infrastructure	(1 X 35000)	\$ 35,000.00
Public address speakers	(384 X 480)	\$ 184,320.00
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
Equipment/Technology Total:		\$ <u>767,120.00</u> Transfer to Budget Summary Line 3

Please include a detailed description for all items listed in the Budget Narrative

D. OTHER COSTS

No Other Costs Requested

Instructions: List other requested items that will support the project goals and objectives as outlined in your application. Other costs may include items such as overtime and background investigations for law enforcement officer positions and/or civilian positions if allowable under the program for which you are applying.

Pursuant to the Consolidated Appropriations Act, 2008 (P.L. 110-161), be advised that, to the greatest extent practical, all equipment and products purchased with these funds must be American-made.

See the COPS Application Guide for a list of allowable/unallowable costs for the particular program for which you are applying.

Unit/Item Description	Computation (# of Items/Units X Unit Cost)	Per Item Subtotal
Software; pre-paid warranties	(1 X 32,880.00)	\$ 32,880.00
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
Other Cost Total:		\$ <u>32,880.00</u> Transfer to Budget Summary Line 4

Please include a detailed description for all items listed in the Budget Narrative

E. SUPPLIES

No Supplies Requested

Instructions: List items by type (office supplies; postage; training materials; copying paper; books; hand-held tape recorders; etc). Generally, supplies include any materials that are expendable or consumed during the course of the project.

See the COPS Application Guide for a list of allowable/unallowable costs for the particular program for which you are applying.

Unit/Item Description	Computation (# of Items/Units X Unit Cost)	Per Item Subtotal
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
	(X)	\$
Supplies Total:		\$ _____ Transfer to Budget Summary Line 5

Please include a detailed description for all items listed in the Budget Narrative

F. TRAVEL/TRAINING

No Travel/Training Requested

Instructions: Itemize travel expenses of project personnel by purpose (e.g., mandatory training, staff to training, field interviews, advisory group meetings). Show the basis of computation (e.g., 6 staff members times the unit cost per person for lodging for 3 days). Training projects, training fees, travel, lodging and per diem rates for trainees should be listed as separate travel items. Show the number of staff attending any event and the unit costs per person involved. Identify the location of travel, when possible. Note: Any local training costs (within a 50-mile radius) should be listed under Section D ("Other Costs").

See the COPS Application Guide for a list of allowable/unallowable costs for the particular program for which you are applying.

Reason for Travel/Training & Location of Travel/Training	Travel/Training Item	Computation (# of Staff X Unit Cost X # of Days/Trips/Events)	Per Item Subtotal
		(____ X _____ X ____)	\$
		(____ X _____ X ____)	\$
		(____ X _____ X ____)	\$
		(____ X _____ X ____)	\$
		(____ X _____ X ____)	\$
		(____ X _____ X ____)	\$
		(____ X _____ X ____)	\$
		(____ X _____ X ____)	\$
		(____ X _____ X ____)	\$
		(____ X _____ X ____)	\$
		(____ X _____ X ____)	\$
		(____ X _____ X ____)	\$
		(____ X _____ X ____)	\$
		(____ X _____ X ____)	\$
Travel/Training Total:			\$ _____ Transfer to Budget Summary Line 6

Please include a detailed description and justification for travel listed in the Budget Narrative

G. CONTRACTS/CONSULTANTS **No Contracts/Consultants Costs Requested**

Instructions: See the COPS Application Guide for a list of allowable/unallowable costs for the particular program for which you are applying.

Contracts: Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. If awarded, requests for sole source procurements of equipment, technology, or services in excess of \$100,000 must be submitted to the COPS Office for prior approval.

Contract Description	Per Contract Subtotal
	\$
	\$
	\$
	\$
Contracts Subtotal:	\$ (G1)

Consultant Fees: For each consultant enter the name (if known), service to be provided, hourly or daily fee (based upon an 8-hour day), and estimated length of time on the project. Unless otherwise approved by the COPS Office, approved consultant rates will be based on the salary a consultant receives from his or her primary employer. Consultant fees in excess of \$550 per day require additional written justification in the Budget Narrative and must be pre-approved in writing by the COPS Office.

Consultant Name/Title	Service Provided	Computation (Cost X # Days or # Hours)	Per Consultant Fee Subtotal
		(_____ X _____)	\$
		(_____ X _____)	\$
		(_____ X _____)	\$
Consultant Fees Subtotal:			\$ (G2)

Consultant Expenses: List all expenses to be paid from the grant to the individual consultants separate from their consultant fees (e.g., travel, meals, lodging).

Consultant Name/Title	Service Provided	Computation (Cost X # Days)	Per Consultant Expenses Subtotal
		(_____ X _____)	\$
		(_____ X _____)	\$
		(_____ X _____)	\$
		(_____ X _____)	\$
Consultant Expenses Subtotal:			\$ (G3)

Contracts/Consultants Total:	\$ _____
Contracts (G1) + Consultant Fees (G2) + Consultant Expenses (G3)	Transfer to Budget Summary Line 7

Please include a detailed description for all contracts listed in the Budget Narrative

H. INDIRECT COSTS

No Indirect Costs Requested

Instructions: Indirect costs are allowed under a **very limited** number of specialized COPS Training and Technical Assistance programs. Please see the COPS Application Guide for a list of allowable/unallowable costs for the particular program for which you are applying.

If indirect costs are requested, a copy of the agency's fully-executed, negotiated Federal Rate Approval Agreement must be attached to this application.

Indirect Cost Description	Computation	Per Indirect Cost Subtotal
		\$
		\$
		\$
		\$
		\$
		\$
		\$
Indirect Costs Total:		\$ _____ Transfer to Budget Summary Line 8

BUDGET SUMMARY

Instructions: When you have completed the Budget Detail Worksheets, please transfer the category totals to the spaces below. Please compute the Total Project Amount, Total Federal Share Amount, and Total Local Share (if applicable). Please see the Application Guide for information on the maximum federal share and local matching requirements for the grant for which you are applying.

Budget Category		Category Total	Line #
A.	Sworn Officer Positions	\$ <u>0</u> .00	1
B.	Civilian/Non-Sworn Personnel	\$ <u>0</u> .00	2
C.	Equipment/Technology	\$ <u>767,120</u> .00	3
D.	Other Costs	\$ <u>32,880</u> .00	4
E.	Supplies	\$ <u>0</u> .00	5
F.	Travel/Training	\$ <u>0</u> .00	6
G.	Contracts/Consultants	\$ <u>0</u> .00	7
H.	Indirect Costs	\$ <u>0</u> .00	8
Total Project Amount:		\$ <u>800,000</u> .00	
Total Federal Share Amount: (Total Project Amount X Federal Share Percentage Allowable)		\$ <u>400,000</u> .00	
Total Local Share Amount (If applicable): (Total Project Amount - Total Federal Share Amount)		\$ <u>400,000</u> .00	

Contact Information for Budget Questions

Please provide contact information of the financial official that the COPS Office may contact with questions related to your budget submission.

Authorized Official's Typed Name: Todd L. Wyatt

Title: Lieutenant

Phone: (503) 823-0537

Fax: (503) 823-0342

E-mail Address: twyatt@portlandpolice.org