

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant \* b. Program/Project 

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

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="480,737.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="480,737.00"/>

**\* 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 in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

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:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title: \* Telephone Number: Fax Number: \* Email: \* Signature of Authorized Representative: \* Date Signed:

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

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

Bureau of Justice Assistance

**11. Catalog of Federal Domestic Assistance Number:**

16.738

CFDA Title:

Edward Byrne Memorial Justice Assistance Grant Program

**\* 12. Funding Opportunity Number:**

O-BJA-2021-35004

\* Title:

BJA FY 21 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation

**13. Competition Identification Number:**

C-BJA-2021-00150-PROD

Title:

Category 2 - Applicants with eligible allocation amounts of \$25,000 or more

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

Areas Affected by Project.docx

Add Attachment

Delete Attachment

View Attachment

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

Portland Metropolitan Area Law Enforcement and Prosecution FY21 JAG Grant Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

# Application for Federal Assistance SF-424

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

Completed by Grants.gov upon submission.

4. Applicant Identifier:

OR0602

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, Oregon

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

936002236

\* c. Organizational DUNS:

0549711970000

d. Address:

\* Street1: 1120 SW Fifth Ave., Room 1040

Street2:

\* City: Portland

County/Parish:

\* State: OR: Oregon

Province:

\* Country: USA: UNITED STATES

\* Zip / Postal Code: 97204-1912

e. Organizational Unit:

Department Name:

Portland Police Bureau

Division Name:

Business Services Group

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

Prefix:

\* First Name:

Katy

Middle Name:

\* Last Name:

Schnoor

Suffix:

Title: Financial Analyst

Organizational Affiliation:

\* Telephone Number: 503-314-6944

Fax Number:

\* Email: katy.schnoor@portlandoregon.gov

This Workspace form is one of the forms you need to complete prior to submitting your Application Package. This form can be completed in its entirety offline using Adobe Reader. You can save your form by clicking the "Save" button and see any errors by clicking the "Check For Errors" button. In-progress and completed forms can be uploaded at any time to Grants.gov using the Workspace feature.

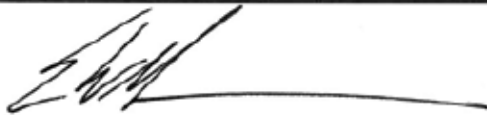
When you open a form, required fields are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message. Additional instructions and FAQs about the Application Package can be found in the Grants.gov Applicants tab.

**OPPORTUNITY & PACKAGE DETAILS:**

Opportunity Number:	O-BJA-2021-35004
Opportunity Title:	BJA FY 21 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation
Opportunity Package ID:	PKG00267631
CFDA Number:	16.738
CFDA Description:	Edward Byrne Memorial Justice Assistance Grant Program
Competition ID:	C-BJA-2021-00150-PROD
Competition Title:	Category 2 - Applicants with eligible allocation amounts of \$25,000 or more
Opening Date:	06/08/2021
Closing Date:	07/26/2021
Agency:	Bureau of Justice Assistance
Contact Information:	National Criminal Justice Reference Service Response Center

**APPLICANT & WORKSPACE DETAILS:**

Workspace ID:	WS00743676
Application Filing Name:	Portland Metropolitan Area Law Enforcement and Prosecution FY21 JAG Grant Program
DUNS:	0549711970000
Organization:	PORTLAND, CITY OF
Form Name:	Application for Federal Assistance (SF-424)
Form Version:	3.0
Requirement:	Mandatory
Download Date/Time:	Jul 12, 2021 03:18:44 PM EDT
Form State:	No Errors

**FORM ACTIONS:**


Ted Wheeler, Mayor  
City of Portland, Oregon

7/21/2021

Date

U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance  
Edward Byrne Memorial Justice Assistance Grant (JAG) Program  
FY 2021 Local Solicitation Opportunity: #O-BJA-2021-35004  
City of Portland, Oregon Police Bureau  
Program Narrative  
Application Attachment 1

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## **LEAD APPLICANT AND FISCAL AGENT**

### **City of Portland Police Bureau**

#### *Training Division Curriculum Development Director*

The City of Portland Police Bureau (PPB) will hire a 1.0 Full Time Equivalent (FTE) limited term grant funded Business Systems Analyst II for approximately 22-months. The position will be known as an Instructional Designer (ID). The PPB recognizes the correlation between quality training and the outputs of high level skills and exceptional service to the community. Conversely, subpar training results in outcomes that reflect poorly on the agency and undermines community trust.

Currently, all Training Division lesson plans for bureau-wide trainings are created by officers. While these officers are subject matter experts and skilled at providing information and running drills and scenarios, they are not trained to develop learning objectives or create lesson plans that employ creative, innovative adult learning strategies to deliver impactful and relevant trainings to support retention and the transference of skills. Currently, lesson plans are reviewed by a sergeant and administrative staff member, who also lack instructional design training or experience.

Instructional design, also known as instructional systems design (ISD), is the practice of scientifically developing and delivering instructional products and experiences, both digital and physical, in a consistent and reliable fashion toward an efficient, effective, appealing, engaging,

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and inspiring acquisition of knowledge.<sup>1</sup> They are tasked with redesigning classes, developing entire courses or curriculums, and creating training materials, such as teaching manuals and student guides. The Association for Educational Communications and Technology (AECT) defines the responsibilities of instructional designers as “the theory and practice of design, development, utilization, management and evaluation of processes and resources for learning.”

Bringing a qualified professional onboard will streamline PPB’s curriculum design process and improve training content documentation. Over time, through exposure to existing bureau training, the ID will seamlessly integrate concepts such as de-escalation across various disciplines, reinforcing and leveraging learning.

In addition, the ID will work with the Training Division analysts to assess and analyze training needs and desired outcomes. An ID can leverage existing knowledge to strengthen core competencies such as critical thinking, emotional intelligence, interpersonal communication, and decision-making under stress. Using the Training Division’s Training Plan, needs assessment and evaluation results, the ID would help determine whether face-to-face or online learning would provide the greatest return on investment for a future topic.

This position will also undergo training in the Division’s Learning Management System (LMS) platform to assist with formatting material as needed, capitalizing on the LMS’s functionality and decreasing the number of times lesson plans are touched by personnel during the

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<sup>1</sup> 1. Merrill, M. D.; Drake, L.; Lacy, M. J.; Pratt, J. (1996). *"Reclaiming instructional design"* (PDF). *Educational Technology*. 36 (5): 5–7. Archived from *the original* (PDF) on 2012-04-26. Retrieved 2011-11-23.  
2. Wagner, Ellen (2011). *"Essay: In Search of the Secret Handshakes of ID"* (PDF). *The Journal of Applied Instructional Design*. 1 (1): 33–37



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approval process. This will allow the Division to make changes quickly in the electronic platforms and ensure content does not become stale due to lack of staffing.

This position will work with the Training Advisory Committee (TAC), the Department of Justice,<sup>2</sup> and community partners that provide input on training and evaluate training and compliance. Creating quality content and professional documentation is necessary to achieve Bureau goals and meet the expectations of our community and oversight committees. Many major cities have several IDs embedded within their training divisions; the creation of the ID position will put Portland on level with best-practice for law enforcement standards. In addition, this will limit liability from the production of poor training, which far surpasses the cost of this position.

## **AWARD SUBRECIPIENTS**

### Multnomah County District Attorney's Office

#### *Program Overview of the Justice Integrity Unit (JIU)*

In forming a JIU in July 2021, Multnomah County joined more than 45 jurisdictions around the country that have recognized the importance of a mechanism to scrutinize past cases when concerns arise regarding the integrity of a conviction. The JIU brings intention and priority to post-conviction relief hearings, parole hearings, reviewing clemency petitions, reviewing *Ramos*<sup>3</sup> cases, and investigating claims of actual innocence, or instances where prosecutorial or law

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<sup>2</sup> DOJ | The City of Portland, Oregon ([portlandoregon.gov](http://portlandoregon.gov))

<sup>3</sup> *Evangelisto Ramos, Petitioner v. Louisiana*; Holding: *The Sixth Amendment to the United States Constitution requires that guilty verdicts for criminal trials be unanimous.*

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enforcement misconduct is alleged that is uncovered post-conviction. Community trust in the justice system is strengthened when a prosecutor's office has an effective mechanism for conviction integrity review. A fully responsive JIU will also proactively work on expunging the records of eligible people and assist people who owe fines or fees for past criminal legal involvement with an opportunity to forgive those debts under certain and appropriate circumstances. Addressing the collateral consequences of criminal legal involvement strengthens communities by removing barriers to essential resources like housing, lines of credit, driver's licenses, and better employment opportunities. This grant would partially fund a Deputy District Attorney 4 position at 0.71 FTE to lead the JIU efforts for 12-months.

#### **JAG Accountability Measures**

MCDA is committed to employing evidence based practices in order to make certain that the goals of program are fully realized. To that end, MCDA will demonstrate success through the JAG Accountability Measures that include the capture and reporting of the activities noted in the narrative. In addition, MCDA will track the outcomes of those activities, to ensure that results are consistent with the goals and objectives of the position.

<b>Activity</b>	<b>Data Collection Method</b>	<b>Projected Measurements: 6 Months</b>	<b>Projected Measurements: 12 months</b>
Participation in post-conviction release cases	Hand count	18	36
Participation in parole hearings	Hand count	13	27
Review of post-conviction relieve petitions	Hand count	5	10



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Potential Impeachment Disclosure reviews	Hand count	TBD	TBD
Review expungement motions	Rolling log	550	1100

**City of Gresham Police Department**

The City of Gresham Police Department (GPD) will use 2021 JAG funds for Community Engagement opportunities and once again support the “Every 15 Minutes” program at local area high schools.

“Every 15 Minutes,” (EFM) is an event designed to dramatically instill in teenagers the potentially dangerous consequences of drinking alcohol, taking drugs, and texting while driving (distracted and impaired driving). This powerful program challenges students to think about drinking and texting while driving, personal safety, and the responsibility of making mature decisions when lives are involved. The program will be held at four local area high schools in the spring of 2022, in conjunction with prom season.

Grant funds will pay for officer overtime related to the EFM event production and participation and also materials and supplies that include T-shirts for participants, banners, one-time-use building and framing materials for stage performances, stage makeup, and dry cleaning of ‘graduation’ robes, and miscellaneous supplies.

Additionally, GPD will use a portion of the 2021 JAG funds for officer overtime related to community engagement opportunities such as Arts Festival, City Fest, Coffee with a COP, Teddy Bear Parade, and other opportunities as they arise.

**Coordination of Related JAG Funds**

U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance  
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The cities of Portland and Gresham and the county of Multnomah do not anticipate any coordination of Fiscal Year 2021 JAG funded projects.

**Reporting of Required Accountability Measures**

The grantee and subrecipients will report on their relevant quarterly performance metrics and semi-annual Goals & Objectives in accordance with the applicable JAG Accountability Measures in the BJA Performance Measurement Tool (PMT).

USDOJ OJP BJA Edward Byrne Memorial Justice Assistance Grant (JAG) Program  
FY 2021 Local Solicitation: #O-BJA-2021-35004  
City of Portland, Oregon Police Bureau  
BDW Attachment 2

Budget Detail - Year One

## Budget Detail - Year 1

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N  
(DOJ Financial Guide, Section 3.10)

No

### A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate &amp; amount of time devoted to the project for each name/position.</i>						
		Salary	Rate	Time Worked (# of hours, days, months, years)	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
To Be Hired	Industrial Designer (BSA II)	\$42.15	hourly	520	100%	\$21,918	\$0	\$21,918
<b>Total(s)</b>						<b>\$21,918</b>	<b>\$0</b>	<b>\$21,918</b>

### Narrative

This expense will fund a 1.0 FTE limited term Instructional Designer (ID) for approximately 22-months. Two ID positions was created by the City of Portland several years ago as the City worked to satisfy the 2014 DOJ Settlement requirements. The two positions became vacant and then eliminated from the Police Bureau's General Fund budget. The Settlement is entering a new phase and the need for an ID is apparent to current bureau management and the DOJ attorneys.

The hiring process, which includes an extensive Police Bureau background investigation, may take six months from the JAG 2020 award date. The hiring time period is projected to be April 2022.

**USDOJ OJP BJA Edward Byrne Memorial Justice Assistance Grant (JAG) Program**  
**FY 2021 Local Solicitation: #O-BJA-2021-35004**  
**City of Portland, Oregon Police Bureau**  
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**Budget Detail - Year One**

B. Fringe Benefits						
Name		Computation				
List each grant-supported position receiving fringe benefits.		Show the basis for computation.				
		Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
Worker's Compensation (taxed on hours, not dollars)		\$520.00	1.35%	\$8	\$0	\$8
FICA		\$21,918.00	7.65%	\$1,677	\$0	\$1,677
Regional transit payroll tax		\$21,918.00	0.78%	\$171	\$0	\$171
Benefits (insurances)		\$21,918.00	17.24%	\$3,779	\$0	\$3,779
Total(s)				\$5,635	\$0	\$5,635
Narrative						
		This expense will reimburse the City of Portland for the Fringe and Benefits expenses for the employee assigned to the grant program. Employees are eligible for retirement after six months of continous employment.				

**USDOJ OJP BJA Edward Byrne Memorial Justice Assistance Grant (JAG) Program  
FY 2021 Local Solicitation: #O-BJA-2021-35004  
City of Portland, Oregon Police Bureau  
BDW Attachment 2**

**Budget Detail - Year One**

<b>G. Subawards (Subgrants)</b>																		
Description  <i>Provide a description of the activities to be carried out by subrecipients.</i>	Purpose  <i>Describe the purpose of the subaward (subgrant)</i>	Consultant?  <i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>																
			<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>													
Multnomah County Office of the District Attorney	Retain a 0.71 FTE Deputy District Attorney 4 (Justice Integrity Unit Manager) for 12 months	No	\$188,018	\$0	\$188,018													
Gresham Police Department	Fund officer overtime for community engagement events; fund officer overtime and program supplies for high school program "Every Fifteen Minutes"	No	\$15,000	\$0	\$15,000													
			<b>Total(s)</b>	<b>\$203,018</b>	<b>\$0</b>	<b>\$203,018</b>												
<b>Consultant Travel (if necessary)</b>																		
Purpose of Travel  <i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	Location  <i>Indicate the travel destination.</i>	Type of Expense  <i>Hotel, airfare, per diem</i>	Computation  <i>Compute the cost of each type of expense X the number of people traveling.</i>															
			<i>Cost</i>	<i>Duration or Distance</i>	<i># of Staff</i>													
			<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>													
			<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>												
<b>Narrative</b>																		
<p>The City of Portland will execute Intergovernmental Agreements with each subrecipient in accordance with 2 CFR 200 Uniform Guidance upon awarding of JAG 2021.</p> <p>Multnomah County's agreed upon portion of JAG 2021 is \$188,018. The Multnomah County Office of the District Attorney (MCDA) will hire a 1.0 FTE Deputy District Attorney (DDA) Level 4 position for 12-months. The base salary for a Level 4 DDA is \$264,387. The JAG grant will fund 71% of the first year. The County FY 2022 General Fund will cover the remaining portion of the position expenses. This DDA will be the Manager for the recently created Justice Integrity Unit (JIU).</p> <p>The Gresham Police Department will fund officer overtime for community engagement events and the high school program "Every Fifteen Minutes" in spring 2022. They will also purchase materials and supplies for the "Every Fifteen Minutes" stage presentations. Funding for this program is not part of Gresham's General Fund Budget.</p> <table border="0"> <tr> <td>Overtime</td> <td>Hours</td> <td>Rate</td> <td>Amount</td> </tr> <tr> <td>Wages &amp; Salary</td> <td>618</td> <td>\$ 62.78</td> <td>\$ 38,800</td> </tr> <tr> <td>Fringes</td> <td></td> <td></td> <td></td> </tr> </table>							Overtime	Hours	Rate	Amount	Wages & Salary	618	\$ 62.78	\$ 38,800	Fringes			
Overtime	Hours	Rate	Amount															
Wages & Salary	618	\$ 62.78	\$ 38,800															
Fringes																		

**USDOJ OJP BJA Edward Byrne Memorial Justice Assistance Grant (JAG) Program**  
**FY 2021 Local Solicitation: #O-BJA-2021-35004**  
**City of Portland, Oregon Police Bureau**  
**BDW Attachment 2**

**Budget Detail - Year One**

Social Security	\$	4.04	\$	2,496
Medicare	\$	0.94	\$	584
Workers' Comp	\$	1.75	\$	1,079
Unemployment	\$	1.39	\$	861
	\$	8.12	\$	5,019

**Materials & Supplies**

T-shirts & Silk Screening	\$	3,360
Banners	\$	100
Staging supplies	\$	700
Make-up	\$	432
Replacement robes	\$	900
Robe dry cleaning	\$	750
Black roses	\$	150
Fresh Flowers	\$	360
Paint	\$	249
Apple laptop	\$	2,604
	\$	9,605

**TOTAL**                      \$    53,424

**H. Procurement Contracts**

Description	Purpose	Consultant?			
<i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i>	<i>Describe the purpose of the contract</i>	<i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>			
			Total Cost	Non-Federal Contribution	Federal Request

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USDOJ OJP BJA Edward Byrne Memorial Justice Assistance Grant (JAG) Program:  
FY 2021 Local Solicitation #O-BJA-2021-35004  
City of Portland, Oregon Police Bureau  
BDW Attachment 2

Budget Detail - Year Two

## Budget Detail - Year 2

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N  
(DOJ Financial Guide, Section 3.10)

No

### A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate &amp; amount of time devoted to the project for each name/position.</i>						
		Salary	Rate	Time Worked (# of hours, days, months, years)	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
TBD	Industrial Designer (BSA II)	\$42.78	hourly	2,088	100%	\$89,329	\$0	\$89,329
<b>Total(s)</b>						<b>\$89,329</b>	<b>\$0</b>	<b>\$89,329</b>

### Narrative

This expense will retain the limited term 1.0 FTE position for the Police Bureau's Training Division for 12 months, 7/1/22 - 6/3/23.

USDOJ OJP BJA Edward Byrne Memorial Justice Assistance Grant (JAG) Program:  
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Budget Detail - Year Two

B. Fringe Benefits					
Name		Computation			
List each grant-supported position receiving fringe benefits.		Show the basis for computation.			
	Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
Retirement	\$89,329.00	21.48%	\$19,189	\$0	\$19,189
Worker Compensation (taxed on hours, not dollars)	\$2,088.00	1.35%	\$29	\$0	\$29
FICA	\$89,329.00	7.65%	\$6,834	\$0	\$6,834
Regional transit payroll tax	\$89,329.00	0.78%	\$697	\$0	\$697
Benefits/insurances	\$89,329.00	16.99%	\$15,175	\$0	\$15,175
Total(s)			\$41,924	\$0	\$41,924
Narrative					
This expense will reimburse the City of Portland for the Fringe and Benefits expenses for the employee assigned to the grant program.					

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**Budget Detail - Year Two**

<b>G. Subawards (Subgrants)</b>																																						
Description  <i>Provide a description of the activities to be carried out by subrecipients.</i>	Purpose  <i>Describe the purpose of the subaward (subgrant)</i>	Consultant?  <i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>																																				
			Total Cost	Non-Federal Contribution	Federal Request																																	
Gresham Police Department	Fund officer overtime for community engagement events; fund officer overtime and program supplies for high school program "Every Fifteen Minutes"	No	\$20,000	\$0	\$20,000																																	
			<b>Total(s)</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$20,000</b>																																
<b>Consultant Travel (if necessary)</b>																																						
Purpose of Travel  <i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	Location  <i>Indicate the travel destination.</i>	Type of Expense  <i>Hotel, airfare, per diem</i>	Computation  <i>Compute the cost of each type of expense X the number of people traveling.</i>																																			
			Cost	Duration or Distance	# of Staff	Total Cost																																
						Non-Federal Contribution																																
						Federal Request																																
			<b>Total</b>			\$0																																
						\$0																																
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**USDOJ OJP BJA Edward Byrne Memorial Justice Assistance Grant (JAG) Program:  
FY 2021 Local Solicitation #O-BJA-2021-35004  
City of Portland, Oregon Police Bureau  
BDW Attachment 2**

**Budget Detail - Year Two**

**Materials & Supplies**

T-shirts & Silk Screening \$	3,360
Banners \$	100
Staging supplies \$	700
Make-up \$	432
Replacement robes \$	900
Robe dry cleaning \$	750
Black roses \$	150
Fresh Flowers \$	360
Paint \$	249
Apple laptop \$	2,604
	\$ 9,605

**TOTAL \$ 53,424**

**H. Procurement Contracts**

Description	Purpose	Consultant?			
<i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i>	<i>Describe the purpose of the contract</i>	<i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>			
			<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
		<i>Total(s)</i>	\$0	\$0	\$0

**Consultant Travel (if necessary)**

Purpose of Travel	Location	Type of Expense	Computation			
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Hotel, airfare, per diem</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>			
			<i>Cost</i>	<i>Duration or Distance</i>	<i># of Staff</i>	<i>Total Cost</i>
						<i>Non-Federal Contribution</i>
						<i>Federal Request</i>
			<i>Total</i>	\$0	\$0	\$0

**Narrative**

USDOJ OJP BJA Edward Byrne Memorial Justice Assistance Grant (JAG) Program  
FY 2021 Local Solicitation: #O-BJA-2021-35004  
City of Portland, Oregon Police Bureau  
BDW Attachment 2

Budget Detail - Year Three

## Budget Detail - Year 3

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N

No

(DOJ Financial Guide, Section 3.10)

### A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate &amp; amount of time devoted to the project for each name/position.</i>						
		Salary	Rate	Time Worked (# of hours, days, months, years)	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
TBD	Curriculum Development Director (BSA III)	\$43.42	hourly	1,181	100%	\$51,277	\$0	\$51,277
<b>Total(s)</b>						<b>\$51,277</b>	<b>\$0</b>	<b>\$51,277</b>

### Narrative

This expense will retain the limited term 1.0 FTE position for the Police Bureau's Training Division for approximately seven months, 7/1/23 - 1/31/24.

USDOJ OJP BJA Edward Byrne Memorial Justice Assistance Grant (JAG) Program  
FY 2021 Local Solicitation: #O-BJA-2021-35004  
City of Portland, Oregon Police Bureau  
BDW Attachment 2

Budget Detail - Year Three

B. Fringe Benefits					
Name		Computation			
List each grant-supported position receiving fringe benefits.		Show the basis for computation.			
	Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
Retirement	\$51,277.00	26.97%	\$13,832	\$0	\$13,832
Worker's Compensation (taxed on hours, not dollars)	\$1,181.00	1.35%	\$16	\$0	\$16
FICA	\$51,277.00	7.65%	\$3,923	\$0	\$3,923
Regional transit payroll tax	\$51,277.00	0.77%	\$395	\$0	\$395
Benefits/insurances*	\$51,277.00	21.54%	\$11,046	\$0	\$11,046
Total(s)			\$29,212	\$0	\$29,212
Narrative					
This expense will reimburse the City of Portland for the Fringe and Benefits expenses for the employee assigned to the grant program.					



**USDOJ OJP BJA Edward Byrne Memorial Justice Assistance Grant (JAG) Program**  
**FY 2021 Local Solicitation: #O-BJA-2021-35004**  
**City of Portland, Oregon Police Bureau**  
**BDW Attachment 2**

**Budget Detail - Year Three**

<b>G. Subawards (Subgrants)</b>																																						
Description	Purpose	Consultant?																																				
<i>Provide a description of the activities to be carried out by subrecipients.</i>	<i>Describe the purpose of the subaward (subgrant)</i>	<i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>																																				
			<b>Total Cost</b>	<b>Non-Federal Contribution</b>	<b>Federal Request</b>																																	
Gresham Police Department	Fund officer overtime for community engagement events; fund officer overtime and program supplies for high school program "Every Fifteen Minutes"	No	\$18,424	\$0	\$18,424																																	
			<b>Total(s)</b>	<b>\$18,424</b>	<b>\$0</b>	<b>\$18,424</b>																																
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Purpose of Travel	Location	Type of Expense	Computation																																			
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**USDOJ OJP BJA Edward Byrne Memorial Justice Assistance Grant (JAG) Program**  
**FY 2021 Local Solicitation: #O-BJA-2021-35004**  
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**Budget Detail - Year Three**

**Materials & Supplies**

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<b>TOTAL</b>	<b>\$ 53,424</b>

**H. Procurement Contracts**

Description	Purpose	Consultant?			
<i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i>	<i>Describe the purpose of the contract</i>	<i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>			
			<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
		<i>Total(s)</i>	\$0	\$0	\$0

**Consultant Travel (if necessary)**

Purpose of Travel	Location	Type of Expense	Computation			
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Hotel, airfare, per diem</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>			
			<i>Cost</i>	<i>Duration or Distance</i>	<i># of Staff</i>	<i>Total Cost</i>
						<i>Non-Federal Contribution</i>
						<i>Federal Request</i>
			<i>Total</i>	\$0	\$0	\$0

**Narrative**

**USDOJ OJP BJA Edward Byrne Memorial Justice Assistance Grant (JAG) Program:  
FY 2021 Local Solicitation; O-BJA-2021-35004  
City of Portland, Oregon Police Bureau  
BDW Attachment 2**

**Budget Summary**

**Budget Summary**

*Note: Any errors detected on this page should be fixed on the corresponding Budget Detail tab.*

	Year 1		Year 2 (if needed)		Year 3 (if needed)		Year 4 (if needed)		Year 5 (if needed)		
Budget Category	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Total(s)
A. Personnel	\$21,918	\$0	\$89,329	\$0	\$51,277	\$0	\$0	\$0	\$0	\$0	\$162,524
B. Fringe Benefits	\$5,635	\$0	\$41,924	\$0	\$29,212	\$0	\$0	\$0	\$0	\$0	\$76,771
C. Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
D. Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
E. Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
F. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
G. Subawards (Subgrants)	\$203,018	\$0	\$20,000	\$0	\$18,424	\$0	\$0	\$0	\$0	\$0	\$241,442
H. Procurement Contracts	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
I. Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Direct Costs</b>	<b>\$230,571</b>	<b>\$0</b>	<b>\$151,253</b>	<b>\$0</b>	<b>\$98,913</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$480,737</b>
J. Indirect Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Project Costs</b>	<b>\$230,571</b>	<b>\$0</b>	<b>\$151,253</b>	<b>\$0</b>	<b>\$98,913</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$480,737</b>
Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N											No



U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

Approved: OMB No. 1121-0329  
Expires 12/31/2023

### Background

Recipients' financial management systems and internal controls must meet certain requirements, including those set out in the "Part 200 Uniform Requirements" (2.C.F.R. Part 2800).

Including at a minimum, the financial management system of each OJP award recipient must provide for the following:

- (1) Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received. Federal program and Federal award identification must include, as applicable, the CFDA title and number, Federal award identification number and year, and the name of the Federal agency.
- (2) Accurate, current, and complete disclosure of the financial results of each Federal award or program.
- (3) Records that identify adequately the source and application of funds for Federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income, and interest, and be supported by source documentation.
- (4) Effective control over, and accountability for, all funds, property, and other assets. The recipient must adequately safeguard all assets and assure that they are used solely for authorized purposes.
- (5) Comparison of expenditures with budget amounts for each Federal award.
- (6) Written procedures to document the receipt and disbursement of Federal funds including procedures to minimize the time elapsing between the transfer of funds from the United States Treasury and the disbursement by the OJP recipient.
- (7) Written procedures for determining the allowability of costs in accordance with both the terms and conditions of the Federal award and the cost principles to apply to the Federal award.
- (8) Other important requirements related to retention requirements for records, use of open and machine readable formats in records, and certain Federal rights of access to award-related records and recipient personnel.

#### 1. Name of Organization and Address:

Organization Name: City of Portland

Street1: 1120 SW 5th Ave, Suite 1040

Street2:

City: Portland

State: OR

Zip Code: 97204-1912

#### 2. Authorized Representative's Name and Title:

Prefix: First Name: Ted

Middle Name:

Last Name: Wheeler

Suffix:

Title: Mayor

3. Phone: 503-823-4120

4. Fax:

5. Email: mayorwheeler@portlandoregon.gov

6. Year Established:

1851

7. Employer Identification Number (EIN):

93-6002236

8. DUNS Number:

0549711970000

9. a) Is the applicant entity a nonprofit organization (including a nonprofit institution of higher education) as described in 26 U.S.C. 501(c)(3) and exempt from taxation under 26 U.S.C. 501(a)? ☐ Yes ☒ No

If "No" skip to Question 10.

If "Yes", complete Questions 9. b) and 9. c).



U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

Approved: OMB No. 1121-0329  
Expires 12/31/2023

### AUDIT INFORMATION

9. b) Does the applicant nonprofit organization maintain offshore accounts for the purpose of avoiding paying the tax described in 26 U.S.C. 511(a)?

☐ Yes ☒ No

9. c) With respect to the most recent year in which the applicant nonprofit organization was required to file a tax return, does the applicant nonprofit organization believe (or assert) that it satisfies the requirements of 26 C.F.R. 53.4958-6 (which relate to the reasonableness of compensation of certain individuals)?

☐ Yes ☐ No

If "Yes", refer to "Additional Attachments" under "What An Application Should Include" in the OJP solicitation (or application guidance) under which the applicant is submitting its application. If the solicitation/guidance describes the "Disclosure of Process related to Executive Compensation," the applicant nonprofit organization must provide -- as an attachment to its application -- a disclosure that satisfies the minimum requirements as described by OJP.

For purposes of this questionnaire, an "audit" is conducted by an independent, external auditor using generally accepted auditing standards (GAAS) or Generally Governmental Auditing Standards (GAGAS), and results in an audit report with an opinion.

10. Has the applicant entity undergone any of the following types of audit(s) (Please check all that apply):

☒ "Single Audit" under OMB A-133 or Subpart F of 2 C.F.R. Part 200

☒ Financial Statement Audit

☐ Defense Contract Agency Audit (DCAA)

☒ Other Audit & Agency (list type of audit):

OCFO Enhanced Programmatic Desk Review

☐ None (if none, skip to question 13)

11. Most Recent Audit Report Issued: ☒ Within the last 12 months ☐ Within the last 2 years ☐ Over 2 years ago ☐ N/A

Name of Audit Agency/Firm: Moss Adams

### AUDITOR'S OPINION

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

☒ Unqualified Opinion ☐ Qualified Opinion ☐ Disclaimer, Going Concern or Adverse Opinions ☐ N/A: No audits as described above

Enter the number of findings (if none, enter "0"): 0

Enter the dollar amount of questioned costs (if none, enter "\$0"): 0

Were material weaknesses noted in the report or opinion?

☐ Yes ☒ No

13. Which of the following best describes the applicant entity's accounting system:

☐ Manual ☒ Automated ☐ Combination of manual and automated

14. Does the applicant entity's accounting system have the capability to identify the receipt and expenditure of award funds separately for each Federal award?

☒ Yes ☐ No ☐ Not Sure

15. Does the applicant entity's accounting system have the capability to record expenditures for each Federal award by the budget cost categories shown in the approved budget?

☒ Yes ☐ No ☐ Not Sure

16. Does the applicant entity's accounting system have the capability to record cost sharing ("match") separately for each Federal award, and maintain documentation to support recorded match or cost share?

☒ Yes ☐ No ☐ Not Sure





U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

Approved: OMB No. 1121-0329  
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17. Does the applicant entity's accounting system have the capability to accurately track employees actual time spent performing work for each federal award, and to accurately allocate charges for employee salaries and wages for each federal award, and maintain records to support the actual time spent and specific allocation of charges associated with each applicant employee?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
18. Does the applicant entity's accounting system include budgetary controls to preclude the applicant entity from incurring obligations or costs that exceed the amount of funds available under a federal award (the total amount of the award, as well as the amount available in each budget cost category)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
19. Is applicant entity familiar with the "cost principles" that apply to recent and future federal awards, including the general and specific principles set out in 2 C.F.R. Part 200?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
<b>PROPERTY STANDARDS AND PROCUREMENT STANDARDS</b>	
20. Does the applicant entity's property management system(s) maintain the following information on property purchased with federal award funds (1) a description of the property; (2) an identification number; (3) the source of funding for the property, including the award number; (4) who holds title; (5) acquisition date; (6) acquisition cost; (7) federal share of the acquisition cost; (8) location and condition of the property; (9) ultimate disposition information?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
21. Does the applicant entity maintain written policies and procedures for procurement transactions that -- (1) are designed to avoid unnecessary or duplicative purchases; (2) provide for analysis of lease versus purchase alternatives; (3) set out a process for soliciting goods and services, and (4) include standards of conduct that address conflicts of interest?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
22. a) Are the applicant entity's procurement policies and procedures designed to ensure that procurements are conducted in a manner that provides full and open competition to the extent practicable, and to avoid practices that restrict competition?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
22. b) Do the applicant entity's procurement policies and procedures require documentation of the history of a procurement, including the rationale for the method of procurement, selection of contract type, selection or rejection of contractors, and basis for the contract price?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
23. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from entering into a procurement contract under a federal award with any entity or individual that is suspended or debarred from such contracts, including provisions for checking the "Excluded Parties List" system ( <a href="http://www.sam.gov">www.sam.gov</a> ) for suspended or debarred sub-grantees and contractors, prior to award?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
<b>TRAVEL POLICY</b>	
24. Does the applicant entity:	
(a) maintain a standard travel policy?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
(b) adhere to the Federal Travel Regulation (FTR)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<b>SUBRECIPIENT MANAGEMENT AND MONITORING</b>	
25. Does the applicant entity have written policies, procedures, and/or guidance designed to ensure that any subawards made by the applicant entity under a federal award -- (1) clearly document applicable federal requirements, (2) are appropriately monitored by the applicant, and (3) comply with the requirements in 2 CFR Part 200 (see 2 CFR 200.331)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure  <input type="checkbox"/> N/A - Applicant does not make subawards under any OJP awards





U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

Approved: OMB No. 1121-0329  
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26. Is the applicant entity aware of the differences between subawards under federal awards and procurement contracts under federal awards, including the different roles and responsibilities associated with each?

☒ Yes ☐ No ☐ Not Sure  
☐ N/A - Applicant does not make subawards under any OJP awards

27. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from making a subaward under a federal award to any entity or individual is suspended or debarred from such subawards?

☒ Yes ☐ No ☐ Not Sure  
☐ N/A - Applicant does not make subawards under any OJP awards

#### DESIGNATION AS 'HIGH-RISK' BY OTHER FEDERAL AGENCIES

28. Is the applicant entity designated "high risk" by a federal grant-making agency outside of DOJ? (High risk includes any status under which a federal awarding agency provides additional oversight due to the applicant's past performance, or other programmatic or financial concerns with the applicant.)

☐ Yes ☒ No ☐ Not Sure

If "Yes", provide the following:

(a) Name(s) of the federal awarding agency:

[Redacted]

(b) Date(s) the agency notified the applicant entity of the "high risk" designation:

[Redacted]

(c) Contact information for the "high risk" point of contact at the federal agency:

Name:

Phone:

Email:

(d) Reason for "high risk" status, as set out by the federal agency:

[Redacted]

#### CERTIFICATION ON BEHALF OF THE APPLICANT ENTITY

(Must be made by the chief executive, executive director, chief financial officer, designated authorized representative ("AOR"), or other official with the requisite knowledge and authority)

On behalf of the applicant entity, I certify to the U.S. Department of Justice that the information provided above is complete and correct to the best of my knowledge. I have the requisite authority and information to make this certification on behalf of the applicant entity.

Name: Ted Wheeler

Date: 3/31/2021

Title: ☐ Executive Director ☐ Chief Financial Officer ☐ Chairman

☒ Other: Mayor

Phone: 503-823-4120

Ted Wheeler, Mayor Date  
City of Portland

4/6/2021

**U.S. DEPARTMENT OF JUSTICE****OFFICE OF JUSTICE PROGRAMS****Edward Byrne Justice Assistance Grant Program FY 2021 Local Solicitation****Certifications and Assurances by the Chief Executive of the Applicant Government\***

On behalf of the applicant unit of local government named below, in support of that locality's application for an award under the FY 2021 Edward Byrne Justice Assistance Grant ("JAG") Program, and further to 34 U.S.C. § 10153(a), I certify to the Office of Justice Programs ("OJP"), U.S. Department of Justice ("USDOJ"), that all of the following are true and correct:

1. I am the chief executive of the applicant unit of local government named below, and I have the authority to make the following representations on my own behalf as chief executive and on behalf of the applicant unit of local government. I understand that these representations will be relied upon as material in any OJP decision to make an award, under the application described above, to the applicant unit of local government.
2. I certify that no federal funds made available by the award (if any) that OJP makes based on the application described above will be used to supplant local funds, but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for law enforcement activities.
3. I assure that the application described above (and any amendment to that application) was submitted for review to the governing body of the unit of local government (e.g., city council or county commission), or to an organization designated by that governing body, not less than 30 days before the date of this certification.
4. I assure that, before the date of this certification— (a) the application described above (and any amendment to that application) was made public; and (b) an opportunity to comment on that application (or amendment) was provided to citizens and to neighborhood or community-based organizations, to the extent applicable law or established procedure made such an opportunity available.
5. I assure that, for each fiscal year of the award (if any) that OJP makes based on the application described above, the applicant unit of local government will maintain and report such data, records, and information (programmatic and financial), as OJP may reasonably require.
6. I have carefully reviewed 34 U.S.C. § 10153(a)(5), and, with respect to the programs to be funded by the award (if any), I hereby make the certification required by section 10153(a)(5), as to each of the items specified therein.

\_\_\_\_\_  
Signature of Chief Executive of the Applicant Unit of  
Local Government

Ted Wheeler

\_\_\_\_\_  
Printed Name of Chief Executive

City of Portland, Oregon

\_\_\_\_\_  
Name of Applicant Unit of Local Government

\_\_\_\_\_  
Date of Certification

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Title of Chief Executive

\*The JAG 2021 application will be submitted in JustGrants by the August 9, deadline. Portland City Council requires a First and Second Reading of the application authorization ordinance plus a 30-day waiting period before the application ordinance is certified in late September. This process meets the required governing body review. Mayor Wheeler will be able to sign the certification in addition to signing the grant award in October 2021. The City of Portland understands that the Authorized Representative Certification Special Condition will need to be submitted and approved before grant funds are released.





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## WORKSPACE FORM

1-800-518-4726  
SUPPORT@GRANTS.GOV

This Workspace form is one of the forms you need to complete prior to submitting your Application Package. This form can be completed in its entirety offline using Adobe Reader. You can save your form by clicking the "Save" button and see any errors by clicking the "Check For Errors" button. In-progress and completed forms can be uploaded at any time to Grants.gov using the Workspace feature.

When you open a form, required fields are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message. Additional instructions and FAQs about the Application Package can be found in the Grants.gov Applicants tab.

### OPPORTUNITY & PACKAGE DETAILS:

Opportunity Number:	O-BJA-2021-35004
Opportunity Title:	BJA FY 21 Edward Byrne Memorial Justice Assistance Grant (JAG) Program - Local Solicitation
Opportunity Package ID:	PKG00267631
CFDA Number:	16.738
CFDA Description:	Edward Byrne Memorial Justice Assistance Grant Program
Competition ID:	C-BJA-2021-00150-PROD
Competition Title:	Category 2 - Applicants with eligible allocation amounts of \$25,000 or more
Opening Date:	06/08/2021
Closing Date:	07/26/2021
Agency:	Bureau of Justice Assistance
Contact Information:	National Criminal Justice Reference Service Response Center

### APPLICANT & WORKSPACE DETAILS:

Workspace ID:	WS00743676
Application Filing Name:	Portland Metropolitan Area Law Enforcement and Prosecution FY21 JAG Grant Program
DUNS:	0549711970000
Organization:	PORTLAND, CITY OF
Form Name:	Disclosure of Lobbying Activities (SF-LLL)
Form Version:	2.0
Requirement:	Mandatory
Download Date/Time:	Jul 12, 2021 03:19:34 PM EDT
Form State:	No Errors

### FORM ACTIONS:

7/21/2021

Ted Wheeler, Mayor  
City of Portland, Oregon

Date



U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance  
Edward Byrne Memorial Justice Assistance Grant (JAG) Program:  
FY 2021 Local Solicitation Opportunity #O-BJA-2021-35004  
City of Portland, Oregon Police Bureau  
Disclosure of Duplication in Cost Items  
Application Attachment 6

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

The cities of Portland and Gresham and the county of Multnomah do not have (and are not proposed as subrecipients under) any pending applications for federally funded grants or cooperative agreements that (1) include requests for funding to support the same projects being proposed in the application under the FY 2021 JAG Local solicitation, and (2) would cover any identical cost items outlined in the budget submitted to the Office of Justice Programs (OJP) as part of the application under the FY 2021 JAG Local solicitation.



**U.S. DEPARTMENT OF JUSTICE**

**CERTIFIED STANDARD ASSURANCES**

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

(1) I have the authority to make the following representations on behalf of myself and the Applicant. I understand that these representations will be relied upon as material in any Department decision to make an award to the Applicant based on its application.

(2) I certify that the Applicant has the legal authority to apply for the federal assistance sought by the application, and that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project costs) to plan, manage, and complete the project described in the application properly.

(3) I assure that, throughout the period of performance for the award (if any) made by the Department based on the application--

- a. the Applicant will comply with all award requirements and all federal statutes and regulations applicable to the award;
- b. the Applicant will require all subrecipients to comply with all applicable award requirements and all applicable federal statutes and regulations; and
- c. the Applicant will maintain safeguards to address and prevent any organizational conflict of interest, and also to prohibit employees from using their positions in any manner that poses, or appears to pose, a personal or financial conflict of interest.

(4) The Applicant understands that the federal statutes and regulations applicable to the award (if any) made by the Department based on the application specifically include statutes and regulations pertaining to civil rights and nondiscrimination, and, in addition--

- a. the Applicant understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);
- b. the Applicant understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and that the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13)), which will apply to all awards made by



the Office on Violence Against Women, also may apply to an award made otherwise;

- c. the Applicant understands that it must require any subrecipient to comply with all such applicable statutes (and associated regulations); and
- d. on behalf of the Applicant, I make the specific assurances set out in 28 C.F.R. §§ 42.105 and 42.204.

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

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

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

(8) If this application is for an award from the National Institute of Justice or the Bureau of Justice Statistics pursuant to which award funds may be made available (whether by the award directly or by any subaward at any tier) to an institution of higher education (as defined at 34 U.S.C. § 10251(a)(17)), I assure that, if any award funds actually are made available to such an institution, the Applicant will require that, throughout the period of performance--

- a. each such institution comply with any requirements that are imposed on it by the First Amendment to the Constitution of the United States; and
- b. subject to par. a, each such institution comply with its own representations, if any, concerning academic freedom, freedom of inquiry and debate, research independence, and research integrity, at the institution, that are included in promotional materials, in official statements, in formal policies, in applications for grants (including this award application), for accreditation, or for licensing, or in submissions relating to such grants, accreditation, or licensing, or that otherwise are made or disseminated to students, to faculty, or to the general public.

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


- a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C.

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

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

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

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.



4/6/2021

Ted Wheeler, Mayor  
City of Portland

Date

U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance  
Edward Byrne Memorial Justice Assistance Grant (JAG) Program  
FY 2021 Local Solicitation Opportunity: #O-BJA-2021-35004  
City of Portland, Oregon Police Bureau  
Memoranda of Understanding  
Application Attachment 8

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Fiscal agent and lead applicant City of Portland will execute the appropriate legal instrument (Intergovernmental Agreement) with each disparate JAG partner upon notification of the 2021 award. Portland City Council will accept the award and authorize the Mayor (Authorized Representative) to sign the award documents and the Intergovernmental Agreements (IGAs). The IGAs with Multnomah County and the city of Gresham, with their terms and conditions, will include JAG 2021 award information per 2 CFR 200 Uniform Guidance and will be signed by the respective partner Authorized Representative. The fully executed IGAs will be submitted to the Bureau of Justice Assistance through JustGrants by November 2021, in response to an award Special Condition.



## **U.S. DEPARTMENT OF JUSTICE**

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

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

#### **1. LOBBYING**

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

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If the Applicant's request for Federal funds is in excess of \$100,000, and any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the Applicant shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities" in accordance with its (and any DOJ awarding agency's) instructions; and

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

#### **2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS**

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

(a) is presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

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



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 its (or its principals') present responsibility;

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

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

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

### 3. FEDERAL TAXES

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

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

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

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

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

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

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

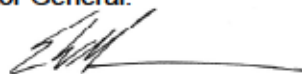
- (1) The dangers of drug abuse in the workplace;
- (2) The Applicant's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and

- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the award be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the award, the employee will—
- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of the employee's conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- (e) Notifying the Department, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title of any such convicted employee to the Department, as follows:
- For COPS award recipients - COPS Office, 145 N Street, NE, Washington, DC, 20530;
- For OJP and OVW award recipients - U.S. Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531.
- Notice shall include the identification number(s) of each affected award;
- (f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:
- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and
- (g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

##### 5. COORDINATION REQUIRED UNDER PUBLIC SAFETY AND COMMUNITY POLICING PROGRAMS

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

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.



Ted Wheeler, Mayor  
City of Portland

4/6/2021

Date



FY 2021 Local JAG Solicitation: O-BJA-35004  
City of Portland, Oregon Police Bureau  
JustGrants Declaration and Certification to U.S. DOJ as to this Application Submission  
Application Attachment

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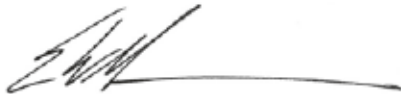
**Declaration and Certification to the U.S. Department of Justice as to this Application Submission**

By (taking this action), I --

1. Declare the following to the U.S. Department of Justice (DOJ), under penalty of perjury: (1) I have authority to make this declaration and certification on behalf of the applicant; (2) I have conducted or there was conducted (including by the applicant's legal counsel as appropriate, and made available to me) a diligent review of all requirements pertinent to and all matters encompassed by this declaration and certification.
2. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this application submission: (1) I have reviewed this application and all supporting materials submitted in connection therewith (including anything submitted in support of this application by any person on behalf of the applicant before or at the time of the application submission and any materials that accompany this declaration and certification); (2) The information in this application and in all supporting materials is accurate, true, and complete information as of the date of this request; and (3) I have the authority to submit this application on behalf of the applicant.
3. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

☒ I agree with the above statements.

**Authorized Organization Representative (AOR)**



8/17/2021

Ted Wheeler  
Mayor  
City of Portland, Oregon City of Portland

Date

**Authorized Representative for AOR**



8/17/2021

Katy Schnoor  
Financial Analyst II  
Grants Management Division  
OMF Bureau of Revenue and Financial Serv  
City of Portland, Oregon City of Portland

Date