AGENDA

Committee on Ways and Means
December 5, 2024 at 3:00 PM

Lansing City Hall, City Council Conference Room
124 W. Michigan Avenue, 10th Floor
To provide input or ask questions on any item that is listed on the agenda,
members of the public may contact the City Council at city.council@lansingmi.gov or (517) 483-4177 prior to the meeting.
To view the meeting live and participate in virtual public comment: https://www.lansingmi.gov/1212/Council-Committee-Meetings

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Council Member Spadafore, Chairperson
Council Member Carter, Vice Chairperson
Council Member Brown, Member

1. **Call to Order**
2. **Roll Call**
3. **Minutes**
   A. November 7, 2024
4. **Public Comment on Agenda Items (Up to 3 Minutes)**
5. **Presentations:**
   B. DeLisa Fountain - Update on Office of Neighborhood Safety
6. **Discussion/Action:**
   C. RESOLUTION - Grant Acceptance;Michigan Commission on Law Enforcement Standards (MCOLES) Community Policing Grant
   D. RESOLUTION - Grant Acceptance; Office of Highway Safety Planning Grant for message signs
   E. RESOLUTION -Grant Acceptance; Priority Health and National Fitness Campaign Grant for an outdoor gym at Davis Park
   F. RESOLUTION - Grant Acceptance; Staffing for Adequate Fire and Emergency Response (SAFER) Grant for hiring of additional firefighters
   G. RESOLUTION - Grant Acceptance; Firearms Prohibition Enforcement Project
   H. RESOLUTION - Workers Compensation Settlement; Claim #WC 2062876-01759-001
7. **Other**
8. **Adjourn**

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TTY 711) 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

MINUTES
Committee on Ways and Means
Thursday, November 7, 2024 @ 3:00 p.m.
City Council Conference Room

CALL TO ORDER
Council Member Spadafore called the meeting to order at 3:00 p.m.

PRESENT
Council Member Peter Spadafore, Chair
Council Member Tamera Carter, Vice Chair
Council Member Jeffrey Brown, Member

OTHERS PRESENT
Sherrie Boak, Council Office Manager
Cheryl Rupprecht, LPD
Charles Randall, Internal Auditor
Greg Venker, OCA
Lisa Hagen-Lawrence, OCA
Brett Kaschinske, Parks Director
Scott Bell, Grewal Hall

Minutes
MOTION BY COUNCIL MEMBER CARTER TO APPROVE THE MINUTES OF OCTOBER 17, 2024 ON FILE. MOTION CARRIED 3-0.

Public Comment
Mr. Bell spoke about the future parking fees that were referred to this Committee.

Council Member Spadafore noted it was referred to this Committee but was not on this agenda due to changes from the Parking Office from the Comprehensive Study findings on street parking and ramp rates. The referred changes would at a future meeting, and he outlined discussions on *quick stop* parking and progressive parking rates and addressing long term parking directing them towards ramps. He concluded by noting he did not want to address and pass the fees without the full component being talked about.

Mr. Bell noted it appears there is not a lot of people parking currently downtown and that would drive people away. Council Member Spadafore informed him that parking is an enterprise fund that is needed and needs to be talked about. Mr. Bell spoke about other parking areas in town, wanting a vibrant downtown, and struggles with places going out businesses and they will not survive with parking increases.

Ms. Rupprecht spoke in support of *quick stop* parking.

Council Member Spadafore asked Mr. Bell his opinion on what should be the grace period and Mr. Bell stated he would like free parking until it gets full, and spoke on businesses that are now moving out.

Discussion/Action:
RESOLUTION – Donation Acceptance; Shaymak Events Charity Golf Outing donation to the Victims Advocate Unit
Ms. Rupprecht explained to the Committee this the first time LPD has received these funds from the golf outing. The LPD was chosen this year and the funds are donated specifically for advocate unit use.

MOTION BY COUNCIL MEMBER CARTER TO APPROVE THE RESOLUTION FOR DONATION ACCEPTANCE FOR VICTIMS ADVOCATE UNIT FROM SHAMAK EVENTS. MOTION CARRIED 3-0.

Mr. Randall confirmed he had no issues.

RESOLUTION – Grant Acceptance; Michigan Natural Resources Trust Fund Grant for land acquisition of 1624 E Cavanaugh Rd. and Pacel 23-50-80-01-282-004
Mr. Kaschinske stated to the Committee that the City received grants from MNRTF and this has been before Committee when they applied for the grant. This will be for an extension of the River Trail and property along the trail. There is 75% for the cost of the appraisal, and the amounts would be the "not-to exceed", anything over the City would have to re-apply. The City portion is the 25% of the cost. Mr. Kaschinske spoke briefly on property locations, one being a Consumers Energy ROW.

Mr. Venker outlined changes that would need to be made to the resolution per the memo from the Internal Auditor. This included removing "Parks and Recreation" in the items to reflect "Department of Natural Resources", and then in item 2, removing "in perpetuity".

Mr. Randall noted that the City will own the property, so the City will hold the documents until they no longer own it. Mr. Venker stated all documents connected to acquisition of land, the City keeps forever.

MOTION BY COUNCIL MEMBER CARTER TO APPROVE THE RESOLUTION FOR GRANT ACCEPTANCE FROM MNRTF FOR LAND ACQUISITION AT 1624 E CAVANAUGH AND PARCEL 23-50-80-01-282-004 WITH THE AMENDMENTS. MOTION CARRIED 3-0.

OTHER
Council Member Spadafore informed the Committee that even though the Parking Fee change resolution was referred, he will not be moving on it until the Administration has all the traffic control orders in place for loading zones, etc.

Ms. Fountain had to withdraw her attendance from this meeting but confirmed she will be at the next meeting to talk about the new Office of Neighborhood Safety.

ADJOURN
Adjourned at 3:17 p.m.
Submitted by, Sherrie Boak, Recording Secretary, Lansing City Council
Approved by the Committee on

CITY OF LANSING
INTERNAL AUDITOR
124 W MICHIGAN AVE FL 10
LANSING MI 48933-1605
(517) 483-4159

MEMO: Grant Acceptance - 3868 MCOLES COMM POLICING

Date: November 21, 2024

To: Ways & Means Committee

From: Charles H Randall, Internal Auditor

Overview

The Michigan Commission On Law Enforcement Standards Community Policing Grant is a one-time grant from the Michigan Commission On Law Enforcement Standards (MCOLES) to the City of Lansing for the Police Department to reduce violent crime, raise department standards and expectations through community policing strategies and increase community trust.

Notification of grant approval was received on October 01, 2024 for the grant period of October 01, 2024 to September 30, 2026 (COL Fiscal Years 2024 - 2026). The grant is $500,472 of federal funds from the Assistance Listing Title is Coronavirus State and Local Fiscal Recovery Funds (SLFRF) of the U.S. Department of Treasury to be used for community violence interventions. The grant total does not require any matching funds.

Comments / Questions

None

Recommendation

Internal Audit recommends acceptance of the grant and any necessary associated budget adjustments.

LANSING CITY COUNCIL

FY25 GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

PREFERRED REFERRAL DATE:	-
GRANT NAME:	Michigan Commission on Law Enforcement Standards Community Policing
GRANT AGENCY:	- MCOLES (Michigan Commission on Law Enforcement Standards)
ASSISTANCE LISTING (CDFA):	-
DEPARTMENT:	- LPD
CONTACT NAME:	- CHERYL RUPPRECHT
CONTACT PHONE:	- 517-483-4808
GRANT PERIOD START:	- OCTOBER 1, 2024
GRANT PERIOD END:	- SEPTEMBER 30, 2026
APPLICATION DATE:	- November 30, 2023
AWARD DATE:	- 10/1/2024
TOTAL AMOUNT:	- $500,472

ADMINISTRATIVE COST RECOVERY AMOUNT: -

SUMMARY OF GRANT PURPOSE AND ALLOWABLE USES:

The Lansing Police Department (LPD) is actively working to address the negative effects of the COVID-19 pandemic on social connections, physical health, mental health, the economy, and crime. As part of its commitment to the city and community, Lansing Police Department (LPD) is committed to "embrace a community-based, problem-oriented, data driven policing strategy that emphasizes the partnership with ZenCity and the Lansing Empowerment Network.
The goal of this proposal is to reduce violent crime, raise department standards and expectations through community policing strategies and increase community trust. The grant funds will provide programming and evaluation related to community policing efforts aimed at addressing crime levels (with attention towards violent crime levels) throughout the city of Lansing while also measuring and including citizen sentiment and input. Additionally, the grant will fund the programming of the Lansing Empowerment Network which includes the Lansing 360 effort which addresses gun violence.

PROJECTED ACCOUNT CODE DETAIL (OBJECT MINIMUM):

Account	Description	Amount

MATCHING FUNDS ACCOUNT CODE DETAIL (IF APPLICABLE):

Account	Description	Amount

2023 CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUND

GRANT CONTRACT

Grant Agreement

hereinafter referred to as the "Agreement"

between

Michigan Commission on Law Enforcement Standards

hereinafter referred to as the "Commission"

and

Lansing Police Department
(UEI #: VARBEGGYV751)

Recipient Federal ID:

Hereinafter referred to as the "Grantee" for

MCOLES Project Number: LansingPD5211

I. Period of Agreement:

This Agreement shall commence on the date of the Grantee's signature and will continue through 9/30/2026. No activity will be performed and no costs to the state will be incurred prior to 7/20/2022. Throughout the Agreement, the date of the Grantee's signature will be referred to as the start date. This Agreement is in full force and effect for the period specified.

II. Funding Source and Agreement Amount:

This agreement is designated as a subrecipient relationship with the following stipulations:

A. The total amount of this Agreement is $500,472.00.
B. The Commission under the terms of this Agreement, will provide federal pass-through funding not to exceed $500,472.00.
C. Assistance Listing Number (formally The Catalog of Federal Domestic Assistance (CFDA #)):21.027.
D. The Assistance Listing Title is Coronavirus State and Local Fiscal Recovery Funds (SLFRF).
E. The federal agency name is U.S. Department of Treasury
F. The Federal Award Identification Number (FAIN) is SLFRP0127
G. US Treasury identified 83 unique expenditure categories and each SLFRF project must be aligned to one expenditure category. For this project, the applicable expenditure category identified by the Michigan Commission on Law Enforcement Standards is: 1.11 Community Violence Interventions.
   All expenditures must fit within the expenditure category above and be tracked accordingly.

III. Program Budget:

The agreed upon Program Budget for this Agreement is referenced herein as Attachment 1, which is part of this Agreement through reference. Any change to the Program Budget, by either the Grantee or Commission, requires a formal Amendment submitted to the Commission.

Budget deviation allowances are not permitted.

IV. Amendments:

Any changes to this Agreement will be valid only if made in writing and executed by all parties through an amendment to this Agreement. Any change proposed by the Grantee which would affect the Commission funding of any project must be submitted in writing to the Commission immediately upon determining the need for such change. The Commission has sole discretion to approve or deny the amendment request. The Grantee must, upon request of the Commission and receipt of a proposed amendment, amend this Agreement.

GRANT ADJUSTMENT REQUEST

The grantee agrees not to expend funds obtained under this agreement for any purpose other than those specified in the approved grant application and the approved budget and only during the period covered by the grant award unless prior written approval is received from the Commission.

The Grant Award Adjustment Request form is used to request Commission approval for programmatic, administrative, or financial changes associated with the grant award. Regardless of the purpose for the adjustment, the request must be complete and must include current expenditure data. A thorough explanation of the proposed modification must be provided, and a revised Budget Detail must be submitted via email.

· Program Adjustments A grant award adjustment is required for any program modifications, including, but not limited to, the following items:
o To change the program content
o To change the amounts allocated to each budgeted section
o To change the project administrator or financial officer
o To alter specific actions made by the Commission.

· Budget Adjustments: A grant budget adjustment is required to transfer funds between budget categories. Explain the rationale for both the increase and decrease in the appropriate budget categories. All budget adjustments shall be made within the total approved grant award. Any increase or decrease to the total grant budget only shall be completed through written approval from the Commission for funding with substantially the same purpose of the program. The grantee must submit a revised electronic Budget Detail that reflects the proposed changes with the Grant Award Adjustment Request.

During the project period, the grantee shall obtain prior written authorization from the Commission before adding, deleting, or making a significant change to any eligible uses of funding as identified through the project period. Approval of changes is solely at the discretion of the Commission.

V. Grantee Responsibilities:

The Grantee, in accordance with the general purposes and objectives of this Agreement, will:

A. **Publication Rights:**

1. The Grantee shall give recognition to the Commission in any and all publications, papers and presentations arising from the program (including subgrantees) herein by placing the following disclaimer on any and all publications, papers and presentations:

   This project is supported by Michigan's Coronavirus State and Local Fiscal Recovery Funding Program # FRF5311, awarded by the U.S. Department of Treasury, and administered by the Michigan Commission on Law Enforcement Standards (the Commission). Points of view or opinions contained within this document do not necessarily represent the official position or policies of the U.S. Department of Treasury or the Commission.

2. The Commission shall, in return, give recognition to the Grantee when applicable.

3. Where activities supported by this Agreement produce books, films, or other such copyrightable materials issued by the Grantee, the Grantee may copyright such but shall acknowledge that the Commission reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, and use such materials and to authorize others to reproduce and use such materials. This cannot include service recipient information or personal identification data.

4. Any copyrighted materials or modifications bearing acknowledgement of the Commission's name must be approved by the Commission prior to reproduction and use of such materials.

Intellectual Property Rights:

- All documents, reports and any other products developed and/or delivered to the Commission under this Agreement shall become and be the property of the Commission.

B. **Grant Program Operation:**

Provide the necessary administrative, professional, and technical staff for operation of the grant program. The Grantee must obtain and maintain all necessary licenses, permits or other authorizations necessary for the performance of this Agreement.

Use an accounting system that can identify and account for the funds received from each separate grant, regardless of funding source, and assure that grant funds are not commingled.

C. **Reporting Responsibilities:**

1. Failure to comply with any reporting responsibilities identified in this Agreement may result in withholding grant payments(s) or the cancellation of the grant award. The Grantee's lack of compliance will also be taken into account when considering future grant applications to, and awards from, the Commission.
2. All recipients of federal funds must complete financial, performance, and compliance reporting as required. Expenditures may be reported on a cash or accrual basis, as long as the methodology is disclosed and consistently applied. Reporting must be consistent with the definition of expenditures pursuant to 2 CFR 200.1. Your organization should appropriately maintain accounting records for compiling and reporting accurate, compliant financial data, in accordance with the appropriate accounting standards and principles.
3. In addition, your organization needs to establish controls to ensure completion and timely submission of all mandatory performance and/or compliance reporting.
4. There are two types of reporting requirements that subrecipients must report against each quarter – project and expenditure requirements and programmatic data requirements. The program lead will provide additional details on the specific requirements including a detailed reporting plan and template based on the reporting requirements specific to your program and the expenditure category.
5. SLFRF expenditure categories also determine the reporting requirements for the programmatic data report. The expenditure categories above also determine the reporting requirements for the programmatic data report. This information and associated templates will be communicated to you in the reporting plan, which will inform the programmatic data requirements.
6. Please note, sub-recipients will not be required to report to U.S. Treasury directly. As the primary recipient of the Fiscal Recovery Funds, the State of Michigan will be required to submit the Quarterly Project and Expenditure Report and the Recovery Plan Performance Report. However, to comply with federal reporting requirements, subrecipients of Fiscal Recovery Funds are required to submit certain information, as defined below, to State of Michigan Reporting entities.
7. The program lead will provide additional details on the specific requirements, including a detailed reporting plan and template based on the reporting requirements specific to your program and the expenditure category.
8. Reporting Timeline:
   Programs using SLFRF are required to report on a quarterly basis on expenditures and programmatic data.
9. Reporting Templates:
   Reporting templates will be provided by the Michigan Commission on Law Enforcement Standards.
   All funds that have not been incurred by **9/30/2026** <u>must be returned to the State of Michigan by 10/1/2026.</u>
   <u>As of April 4, 2022, the Federal government will use a Unique Entity Identifier</u>

created in SAM.gov as the official subrecipient identifier. All subrecipients will be required to maintain an active registration on SAM.gov and provide a UEI as part of reporting requirements.

10. Programmatic Data Reporting:
The program-specific reporting requirements are dependent on the expenditure categories aligned to the grant program. See Appendix 1 in the Compliance and Reporting Guidance for the complete list of expenditure categories.

D. **Quarterly Programmatic Indicators:**
Please Note: U.S. Treasury may update these requirements in the future.

- The dollar amount of the total project spending that is allocated towards evidence-based interventions
- Indicate if a program evaluation of the project is being conducted

As part of your project's design, the Michigan Commission on Law Enforcement Standards has identified the following outcome measure outputs to best track the project's tangible impacts:

Outcome:

- Provide the highest quality law enforcement and public safety services by maximizing existing strengths and assets and by forging authentic community connections.
    - The Lansing Police Department intends on partnering with local gun violence intervention groups and work to create community engagement with the community that it serves

Outputs:

- Track the number of meetings held for the community.
- Track the number of community events the program participated in.
- Track the number of youth engaged through their intervention and engagement programs.

Quarterly Project and Expenditure Reporting Timeline (upon request):

Reporting Period	**Report Due Date**
July 20, 2022 – February 29, 2024	March 14, 2024
March 1, 2024 – March 31, 2024	April 14, 2024
April 1, 2024 – April 30, 2024	May 14, 2024
May 1, 2024 – May 31, 2024	June 14, 2024
June 1, 2024 – June 30, 2024	July 14, 2024
July 1, 2024 – July 31, 2024	August 14, 2024
August 1, 2024 – August 31, 2024	September 14, 2024
September 1, 2024 – September 30, 2024	October 14, 2024
October 1, 2024 – October 31, 2024	November 14, 2024
November 1, 2024 – November 30, 2024	December 14, 2024

December 1, 2024 – December 31, 2024	January 14, 2025
January 1, 2025 – January 31, 2025	February 14, 2025
February 1, 2025 – February 28, 2025	March 14, 2025
March 1, 2025 – March 31, 2025	April 14, 2025
April 1, 2025 – April 30, 2025	May 14, 2025
May 1, 2025 – May 31, 2025	June 14, 2025
June 1, 2025 – June 30, 2025	July 14, 2025
July 1, 2025 – July 31, 2025	August 14, 2025
August 1, 2025 – August 31, 2025	September 14, 2025
September 1, 2025 – September 30, 2025	October 14, 2025
October 1, 2025 – October 31, 2025	November 14, 2025
November 1, 2025 – November 30, 2025	December 14, 2025
December 1, 2025 – December 31, 2025	January 14, 2026
January 1, 2026 – January 31, 2026	February 14, 2026
February 1, 2026 – February 28, 2026	March 14, 2026
March 1, 2026 – March 31, 2026	April 14, 2026
April 1, 2026 – April 30, 2026	May 14, 2026
May 1, 2026 – May 31, 2026	June 14, 2026
June 1, 2026 – June 30, 2026	July 14, 2026
July 1, 2026 – July 31, 2026	August 14, 2026
August 1, 2026 – August 31, 2026	September 14, 2026
September 1, 2026 – September 30, 2026	October 20, 2026

All funds must be incurred by 9/30/2026. The final Status Report must be submitted with the: ***Grant Closing Certification and Outcome Metric Report*** by **10/20/2026*.***

E. **Financial Reporting Requirements:**
Financial reporting requirements shall be followed as defined within this section.

1. **Funds Method/Mechanism:**
    a. All Grantees must register using the on-line vendor self-service site to receive all state of Michigan payments as Electronic Funds Transfers (EFT)/Direct Deposits, as mandated by MCL 18.1283a. Vendor registration information is available on the State of Michigan SIGMA Vendor Self Service (VSS) website located at https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService.
    b. This Agreement is reimbursement only. The Grantee must document that expenditures have been paid by local sources before requesting reimbursement from the Commission.
    c. Reimbursement from the Commission is based upon the understanding that Commission funds will be paid up to the total Commission allocation as agreed upon in the approved Budget. Commission funds are the first source after the application of fees and earmarked sources unless a specific local match condition exists.
    d. Should the Grantee discover an error in a previous reimbursement request, the Grantee shall immediately notify the Commission and refund to the Commission any funds not authorized for use under this Agreement

and any payments or funds advanced to the Grantee in excess of allowable reimbursable expenses.

2. **Financial Status Reports (FSR) Submission:**
Once the Agreement has been signed and accepted, regardless of when this occurs, the Grantee is responsible for preparing and submitting an FSR for each quarter of the Agreement period. The various FSRs are outlined below:

    a. **FSR:**
    FSRs must be prepared and submitted to the Commission no later than 14 days after the close of each reporting period upon request. All reimbursements submitted for dates prior to the execution of this agreement must be included in the first FSR submitted to the Commission. Each reporting period's reimbursement request may only contain expenses from that reporting period. Reimbursement requests that include more than one reporting period's expenditures may not be granted and will be returned to the Grantee for explanation and/or concern and re-submission. All required documentation must be submitted to MCOLES before reimbursements are issued.

    b. **Obligation Report:**
    An Obligation Report, based on annual guidelines, is a one-time FSR that may be required to be submitted by the specified due date. In this report, the Grantee will provide the Commission with an estimate of total expenditures for the date-specific Agreement period. The information from this report will be used to record the Commission's year-end accounts payables and receivables from this Agreement.

    c. **Final FSR:**
    A Final FSR is due 20 days following the end of the fiscal year or Agreement period specified. Final FSRs not received from the Grantee by the due date may result in the loss of funding requested on the Obligation Report and/pr a potential reduction in the subsequent year's award, if/when applicable.

3. **Unused Funds:**
Any unused balance of funds held by the Grantee at the end of the Agreement period will be returned to the Commission or treated in accordance with the instructions provided by the Commission.

4. **Indirect Costs:**
The Grantee may use an approved NICRA (Negotiated Indirect Cost Rate Agreement) or state indirect rate in their budget calculations and financial status reporting. If the Grantee does not have an existing approved federal or state indirect rate, they may use a 10% de minimis rate in accordance with 2 C.F.R. 200 to recover their indirect costs.

F. **Equipment Purchases and Title:**

Any Grantee equipment purchases supported in whole or in part through this Agreement must be listed in an Equipment Inventory Schedule (attachment 5). Equipment means tangible, non-expendable, personal property having useful life of more than one year and an acquisition cost of $5,000.00 or more per unit. Title to items having a unit acquisition cost of less than $5,000.00 shall vest within the Grantee upon acquisition. The Commission reserves the right to retain or transfer the title to all items of equipment having a unit acquisition cost of $5,000.00 or more, to the extent that the Commission's proportionate interest in such equipment supports such retention or transfer of title.

All purchases supported in whole or in part through this Agreement must use procurement procedures that conform to the Grantee's local requirements and Federal Uniform Guidance.

Asset Disposition:

A recipient may only use assets purchased/improved with SLFRF funds for a purpose other than the purpose for which they were purchased/improved if such other purpose is consistent with eligible use requirements. If a recipient changes the use of an asset to an ineligible use or sells the asset, then the recipient must obtain disposition instructions from treasury. In accordance with 2 CFR 200.311, disposition instructions must provide one of the following options:

- Retain title of the property after compensating the Federal awarding agency for an amount computed by applying the Federal awarding agency's percentage of participation in the cost of the original purchase (and costs of any improvements) to the fair market value of the property.
- Sell the property and compensate the Federal awarding agency. The amount due to the Federal awarding agency will be calculated by applying the Federal awarding agency's percentage of participation in the cost of the original purchase (and costs of any improvements) to the proceeds of the sale.
- Transfer title to the Federal awarding agency or to a third party designated/approved by the Federal awarding agency.

G. **Record Maintenance/Retention:**

Recipients of Fiscal Recovery Fund payments shall maintain and make available to the State of Michigan and/or the U.S. Department of Treasury, Office of Inspector General, upon request, all documents and financial records sufficient to establish compliance with subsection 601(d) of the Social Security Act as amended, (42 U.S.C. 801(d)).

Records shall be maintained at least until December 31, 2031. These record retention requirements are applicable to prime recipients and their grantees and subgrant recipients, contractors, and other levels of government that received transfers of Fiscal Recovery Fund payments from prime recipients.

Records to support compliance with subsection 601(d) may include, but are not limited to, copies of the following:

1. general ledger and subsidiary ledgers used to account for (a) the receipt of Fiscal Recovery Fund payments and (b) the disbursements from such payments to meet eligible expenses related to the COVID-19 public health emergency or its negative economic impacts;
2. budget records;
3. payroll, time records, human resource records to support costs incurred for payroll expenses related to addressing the COVID-19 public health emergency or its negative economic impacts;
4. invoices, receipts, or other proof of payment for purchase made related to addressing the COVID-19 public health emergency or its negative economic impacts;
5. contracts and subcontracts entered into using Fiscal Recovery Fund payments and all documents related to such contracts;
6. grant agreements and grant subaward agreements entered into using Fiscal Recovery Fund payments and all documents related to such awards;
7. all documentation of reports, audits, and other monitoring of contractors, including subcontractors, and grant recipients and subrecipients;
8. all documentation supporting the performance outcomes of contracts, subcontracts, grant awards, and grant recipient subawards;
9. all internal and external email/electronic communications related to use of Fiscal Recovery Fund payments; and
10. all investigative files and inquiry reports involving Fiscal Recovery Fund payments.

H. **Authorized Access:**

Permit upon reasonable notification and at reasonable times, access by authorized representatives of the Commission, Program Evaluators (contracted by the Commission), Federal Grantor Agency, Comptroller General of the United States and State Auditor General, or any of their duly authorized representatives, to records, filed, and documentation related to this Agreement, to the extent authorized by applicable state or federal law, rule, or regulation.

Acknowledge the rights of access in this section are not limited to the required retention period. The rights of access will last as long as the records are retained.

The Commission may conduct on-site visit(s) and/or grant audit(s) any time during the grant period. All grant records and personnel must be made available during any visit, including subgrantees, if requested.

The Commission may request that a funded program be evaluated by an outside evaluation team contracted by the Commission. Grantees shall work cooperatively with the evaluation team in such a manner that the program be able to be fully reviewed and assessed.

I. **Subgrantee/Vendor Monitoring:**
When passing federal funds through to a subgrantee (if the Agreement does not prohibit the passing of federal funds through to a subgrantee), the Grantee must:

a. Ensure that each of its subgrantees comply with the Single Audit Act of 1984, as amended, 31 U.S.C. 7501 *et seq.* requirements and must issue management decisions on audit findings of their subgrantees as required by 2 CFR 200. The Grantee is responsible for reviewing all single audit adverse findings and ensuring that corrective actions are implemented. The Grantee will ensure that subgrantees forward all single audits covering grant funds administered through the Commission to the Grantee.

b. Ensure that subgrantees are expending grant funds appropriately as approved and as specified through this Agreement and must conduct monitoring activities to ensure compliance with all associated laws, regulations, and provisions as well as ensure that performance goals are achieved.

c. Ensure compliance for for-profit subgrantees as required by 2 CFR 200, Section 200.331(d).

d. Ensure that transactions with vendors comply with laws, regulations, and provisions of contracts or grant agreements in compliance with 2 CFR 200, Section 200.331(d). .

e. Ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the information required by 2 CFR 200.332.

f. Ensure that the subgrantee complies with all the requirements of this Agreement.

g. Evaluate each subrecipients risk for noncompliance as required by 2 CFR 200.332(b).

h. Verify that every subgrantee is audited as required by 2 CFR 200 Subpart F.

1. **Subcontracts:**
Assure for any subcontracted service, activity, or product:

a. That the Grantee will submit copies of all executed subcontracts within 60 days of the execution of this Agreement. Subcontracts should cover all personnel contained in the "contractual" line item within the grant budget. Each listed agency shall have its own subcontract signed by the Grantee and an employee of the subcontracted agency that is authorized to enter into legally binding contracts for the entity receiving funds. The failure to submit these documents to the Commission within 60 days may result in withholding future payments or other penalties, as determined by the Commission.

b. That a written subcontract is executed by all affected parties prior to the initiation of any new subcontract activity. Exceptions to this policy may be granted by the Commission upon written request within 30 days of execution of this Agreement.

c. That any executed subcontract to this Agreement shall require the subcontractor to comply with all applicable terms and conditions of this Agreement, including all Certifications and Assurances referenced in this Agreement.

d. That, in the event of a conflict between this Agreement and the provisions of the subcontract, the provisions of this Agreement shall prevail. A conflict between this Agreement and a subcontract, however, shall not be deemed to exist where the subcontract:
    i. Contains additional non-conflicting provisions not set forth in this Agreement;
    ii. Restates provisions of this Agreement to afford the Grantee the same or substantially the same rights and privileges as the Commission; or,
    iii. Requires the subgrantee to perform duties and/or services in less time than that afforded the Grantee in this Agreement.

e. That the subcontract does not affect the Grantee's accountability to the Commission for the subcontracted activity.

f. That any billing or request for reimbursement for subcontract costs is supported by a valid subcontract and adequate source documentation costs and services. All subgrantees must submit requests for reimbursement to the Grantee in a timely manner such that the Grantee can include these requests on the proper reporting period FSR. **Subcontractors must be paid within 30 days of receipt of invoice by the subgrantee.**

J. Notification of Modifications:
The Grantee must provide timely notification to the Commission, in writing, of any action by its governing board or any other funding source that would require or result in significant modification in the provision of services, funding, or compliance with operational procedures.

K. **Software Compliance:**
The Grantee must ensure software compliance and compatibility with the Commission's data systems for services provided under this Agreement including, but not limited to: stored data, databases and interfaces for the production of work products, and reports. All required data under this Agreement shall be provided in

an accurate and timely manner without interruption, failure, or errors due to inaccuracy of the Grantee's business operations for processing date/time data.

L. **Mandatory Disclosures:**

1. Disclosure to the Commission in writing within 14 days of receiving notice of any litigation, investigation, arbitration or other proceeding (collectively, "Proceeding") involving Grantee, a subcontractor or an officer or director of Grantee or subcontractor that arises during the term of this Agreement including:
    a. All violations of federal and state criminal law involving fraud, bribery, or gratuity violations potentially affecting the Agreement;
    b. A criminal proceeding;
    c. A parole or probation proceeding;
    d. A proceeding under the Sarbanes-Oxley Act;
    e. A civil proceeding involving:
        i. A claim that might reasonably be expected to adversely affect Grantee's viability or financial stability; or
        ii. A governmental or public entity's claim or written allegation of fraud; or
        iii. Any complaint fined in a legal or administrative proceeding alleging the Grantee or its subcontractors discriminated against its employees, subcontractors, vendors, or suppliers during the terms of this Agreement; or
        iv. A proceeding involving any license that the Grantee is required to possess in order to perform under this Agreement.

2. If any employee of the Grantee associated with this grant project becomes aware of a criminal or administrative investigation or charge that directly or indirectly involves grant funds referenced in this Agreement, the Grantee shall immediately notify the Commission's contract manager in writing that such an investigation is ongoing or that a charge has been issued.

3. Notify the Commission, at least 90 calendar days before the effective date, of a change in Grantee's ownership or executive management.

VI. Commission Responsibilities:

The Commission, in accordance with the general purposes, objectives, and terms and conditions of this Agreement, will:

1. Provide reimbursement based upon appropriate reports, records, and documentation maintained by the Grantee.
2. Provide any report forms and reporting formats required by the Commission at the start date of this Agreement and provide to the Grantee any new report forms and reporting formats proposed for issuance thereafter at least 30 days prior to their required usage in order to afford the Grantee an opportunity to review.

VII. Commission Contract Manager/Administrator of the Agreement:

The individual acting on behalf of the Commission in administering this Agreement as the Contract Manager is:

Mr. Tirstan Walters, ARP Projects Coordinator Telephone: 517-614-7598
Michigan Commission on Law Enforcement Standards
Email: walterst6@michigan.gov
927 Centennial Way
Lansing, MI 48917

VIII. Agreement Suspension/Termination:

The Commission and/or the Grantee may suspend and/or terminate this Agreement without further liability or penalty to the Commission for any of the following reasons:

A. This Agreement may be suspended by the Commission if any of the items of this Agreement are not adhered to. Suspension requires immediate action by the Grantee to comply with the terms of this Agreement; otherwise, termination by the Commission may occur.
B. Failure of the Grantee to make satisfactory progress toward the project completion.
C. Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.
D. Filing a false certification in this Agreement or other report or document.
E. This Agreement may be terminated by either party by giving 15 days written notice to the other party. Such written notice will provide valid, legal reasons for termination along with the effective date.
F. This Agreement may be terminated immediately if the Grantee, and official of the Grantee, or an owner is convicted of any activity referenced in section V, J, of this Agreement or any extension thereof.

Debarment and Suspension:

The Grantee will comply with federal regulation 2 CFR 180 and certifies to the best of its knowledge and belief that it, its employees and its subcontractors:

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or contractor;
- Have not within a five-year period preceding this Agreement 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 transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
- Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of any of the offenses enumerated in section 2;
- Have not within a five-year period preceding this Agreement had one or more public transactions (federal, state or local) terminated for cause or default; and
- Have not committed an act of so serious or compelling a nature that it affects the Grantee's present responsibilities.

Termination for Convenience:

- The Commission may immediately terminate this Grant in whole or in part without penalty and for any reason, including but not limited to, appropriation or budget shortfalls. If the department or the State terminates this Grant for convenience, the State will pay all reasonable costs, as determined by the State, for State approved Grant Responsibilities

IX. Stop Work Order:

The Commission may suspend any or all activities under this Agreement at any time. The Commission will provide the Grantee with a written stop work order detailing the suspension. Grantee must comply with the stop work order upon receipt. The Commission will not pay for activities, Grantee's incurred expenses or financial losses, or any additional compensation during a stop work period.

X. Final Reporting Upon Termination:

Should this Agreement be terminated by either party, within 30 days after the termination, the Grantee shall provide the Commission with all financial, performance, and other reports required as a condition of this Agreement. The Commission will make payments to the Grantee for the allowable reimbursable costs not covered by previous payments or other state or federal programs. The Grantee shall immediately refund to the Commission any funds not authorized for use and any payments or funds advanced to the Grantee in excess of allowable reimbursable expenditures.

XI. Severability:

If any provision of this Agreement or any provision of any document attached to or incorporated by reference is waived or held to be valid, such waiver or invalidity shall not affect other provisions of this Agreement.

XII. Liability:

A. To the extent allowable by law, all liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the Grantee in the performance of this Agreement shall be the responsibility of the Grantee, and not the responsibility of the Commission, if the liability, loss, or damage is caused by, or arises out of, the actions or failure to act on the part of the Grantee, any subgrantee, or anyone directly or indirectly employed by the Grantee, provided that nothing herein shall be construed as a waiver of any governmental immunity that has been provided to the Grantee or its employees by statute or court decisions.

B. All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as the provision of policy and procedural direction, to be carried out by the Commission in the performance of this Agreement shall be the responsibility of the Commission, and not the responsibility of the Grantee, if the liability, loss, or damage is caused by, or arises out of, the action or failure to act on the part of any Commission employee or agent, provided that nothing herein shall be construed as a waiver of any governmental immunity by the state of Michigan, its agencies (the Commission), or employees as provided by statute or court decisions.

C. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the Grantee and the Commission in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by the Grantee and the Commission in relation to each party's responsibilities under these joint activities, provided that nothing herein shall be construed as a waiver of any governmental immunity by the Grantee, the state of Michigan, its agencies (the Commission), or their employees, respectively, as provided by statute or court decisions.

XIII. Special Conditions:

A. This Agreement is valid upon approval and execution by the Commission.

B. This Agreement is conditionally approved subject to and contingent upon the availability of funds.

C. The Commission will not assume any responsibility or liability for costs incurred by the Grantee prior to the start of the Period of Agreement.

D. All special conditions placed on the Commission by the U.S. Department of Treasury through the Federal Award Identification Number SLFRP0127 are agreed to by the Grantee. A copy of the Coronavirus State and Local Fiscal Recovery Funds Final Rule is included as an attachment for reference.

E. The Grantee agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

XIV. Certifications and Assurances:

These Certifications and Assurances are applicable to the Grantee and all subgrantees of the Grantee. It is the Grantee's responsibility to ensure that subgrantees are adhering to the Certifications and Assurances. Failure to do so may result in termination of grant funding or other remedies.

A. Certifications:

Grantees should refer to the regulations cited below to determine the certification to which they are required to attest. Acceptance of this Agreement provides for compliance with certifications requirements under 28 C.F.R. Part 58, "New Restrictions on Lobbying," 28 C.F.R. Part 67, "Government-wide Debarment and Suspension (Non-procurement), and 28 C.F.R. Part 83, "Government-wide Requirements for Drug-Free Workplace (Grants)."

B. Lobbying:

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 C.F.R. Part 69, for persons entering into a grant or cooperative agreement over $100,000.00, as defined at 28 C.F.R. Part 69, the Grantee certifies that:

1. 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 or 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;

2. 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 or member of Congress in connection with this federal grant cooperative agreement, the Grantee shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions; and,

3. The Grantee shall require that the language of this certificate 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.

C. Compliance with Applicable Laws:
The Grantee will comply with applicable federal and state laws, guidelines, rules and regulation in carrying out the terms of this Agreement. The Grantee will also comply with all applicable general administrative requirements, such as 2 CFR 200, covering cost principles, grant/agreement principles and audits, in carrying out the terms of this Agreement. The Grantee will comply with all applicable requirements in the original grant awarded to the Commission if the Grantee is a subgrantee. The Commission may determine that the Grantee has not complied with applicable federal or state laws, guidelines, rules and regulations in carrying out the terms of this Agreement and may then terminate this Agreement under Section VIII.

D. Debarment, Suspension, and Other Responsibility Matters (Direct Recipient):
Pursuant to Executive Order 12549 (Debarment and Suspension) and implemented at 2 C.F.R. Part 2867, for prospective participants in primary covered transactions, as defined at 28 C.F.R. Part 2867, Section 2867.20(a):

1. The Grantee certifies that it and its principals:

   a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by state or federal court, or voluntarily excluded from covered transactions by any federal Commission or agency;

b. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;

c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of any of the offenses enumerated in section b;

d. Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state or local) terminated for cause or default; and

e. Have not committed an act so serious or compelling a nature that it affects the Grantee's present responsibilities.

E. Drug-Free Workplace:

4. As required by the Drug-Free Workplace Act of 1998, and implemented at 28 C.F.R. Part 83, Subpart F, as defined by 28 C,F,R, Sections 83.620 and 83.650 the Grantee certifies that it will provide a drug-free workplace by:
   a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
   b. Establishing an ongoing drug-free awareness program to inform employees about:
      i. The dangers of drug abuse in the workplace;
      ii. The Grantee's policy of maintaining a drug-free workplace;
      iii. Any available drug counseling, rehabilitation, and employee assistance programs; and,
      iv. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
   c. Making it a requirement that each employee who will be engaged in the performance of the grant be given a copy of the statement required by paragraph (a) of this section.
   d. Notifying the employee in the statement required by paragraph (a) of this section that, as a condition of employment under the grant, the employee will:
      i. Abide by the terms of the statement; and,
      ii. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

e. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(ii) of this section, with respect to any employee who is so convicted:
    i. 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,
    ii. 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.

f. Making a good faith effort to continue to maintain a drug-free workplace through implementation of subparagraphs (a), (b), (c), (d), and (e) above.

F. Employee Whistleblower Protections:

The Grantee will comply with 41 U.S.C. 4712 and must insert this clause in all subcontracts.

G. Procurement:

1. Grantee will ensure that all purchase transactions, whether negotiated or advertised, are conducted openly and competitively in accordance with the principles and requirements of 2 C.F.R. 200.
2. Funding from this Agreement must not be used for the purchases of foreign goods or services.
3. Preference must be given to goods and services manufactured or provided by Michigan businesses, if they are competitively priced and of comparable quality.
4. Preference must be given to goods and services that are manufactured or provided by Michigan businesses owned and operated by veterans, if they are competitively priced and of comparable quality.
5. Records must be sufficient to document the significant history of all purchases and must be maintained for a minimum of four years after the end of the Agreement period.

H. Non-Supplanting:

It is imperative that the Grantee understand that the non-supplanting requirement mandates that grant funds may be used only to supplement (increase) a Grantee's budget, and may not supplant (replace) state, local, or tribal funds that a Grantee, inclusive of any subgrantees, otherwise would have spent on positions and/or any other items approved in the Grant Budget if it had not received a grant award.

This means that if your agency plans to:

1. Hire new positions (including filling existing vacancies that are no longer funded in your agency's budget), it must hire these additional positions on or after the official grant award start date, above its current budgeted (funded) level of positions.

2. Rehire personnel who have already been laid off (at the time of application) as a result of state, local, or tribal budget cuts, it must rehire the personnel on or after the official grant award start date, and maintain documentation showing the date(s) that the positions were laid off and rehired.

3. Maintain personnel who are (at the time of application) currently scheduled to be laid off on a future date as a result of state, local, or tribal budget cuts, it must continue to fund the personnel with its own funds from the grant award start date until the date of the scheduled lay-off and maintain documentation showing the date(s) and reason(s) for the lay-off. For example, if the grant award start date is July 1 and the lay-off is scheduled for October 1, then the grant funds may not be used to fund the officers until October 1, the date of the scheduled layoff.

   Please note that as long as your agency can document the date that the lay-off(s) would occur if the grant funds were not available, it may transfer the personnel to the grant funding on or immediately after the date of the lay-off without formally completing the administrative steps associated with a lay-off for each individual personnel.

4. Documentation that may be used to prove that scheduled lay-offs are occurring for local economic reasons that are unrelated to the availability of grant funds or pay include (but are not limited to) council or departmental meeting minutes, memoranda, notices, or orders discussing the lay-offs; notices provided to the individual personnel regarding the date(s) of the layoffs; and/or budget documents ordering departmental and/or jurisdiction-wide budget cuts. These records must be maintained with your agency's grant records.

I. Hatch Political Activity Act and Intergovernmental Personnel Act:
The Grantee will comply with the Hatch Act of 1939, 5 U.S.C 1501-08, and the Intergovernmental Personnel Act of 1970, as amended by Title VI of the Civil Service Reform Act of 1978, 42 U.S.C 4728. Federal Funds cannot be used for partisan political purposes of any kind by any person or organization involved in the administration of federally-assisted programs.

J. Health Insurance Portability and Accountability Act of 1996:
To the extent that the Health Insurance Portability and Accountability Act (HIPAA) of 1996 is pertinent to the services that the Grantee provides to the Commission under this Agreement, the Grantee assures that it is in compliance with the HIPAA requirements, including the following:

1. The Grantee must not share any protected health data and information provided by the Commission that falls within the HIPAA requirements except to a subgrantee, as appropriate under this Agreement.
2. The Grantee must require the subgrantee not to share any protected health data and information from the Commission that falls under the HIPAA requirements in the terms and conditions of the subcontract.
3. The Grantee must only use the protected health data and information for the purposes of this Agreement.

4. The Grantee must have written policies and procedures addressing the use of protected health data and information that falls under the HIPAA requirements. The policies and procedures must meet all applicable federal and state requirements including the HIPAA regulations. These policies and procedures must include restricting access to the protected health data and information by the Grantee's employees.
5. The Grantee must have a policy and procedure to report to the Commission unauthorized use or disclosure of protected health data and information that falls under the HIPAA requirements of which the Grantee becomes aware.
6. Failure to comply with any of these contractual requirements may result in the termination of this Agreement in accordance with Section VIII, Agreement Suspension/Termination, above.
7. In accordance with the HIPAA requirements, the Grantee is liable for any claim, loss, or damage relating to unauthorized use or disclosure of protected health data and information received by the Grantee from the Commission or any other source.

XV. Unallowable Expenses and Activities:

- Costs in applying for this grant (e.g. consultants, grant writers)
- Any expenses incurred prior to 7/20/2022 or after 9/30/2026.
- Any expenses fully covered by other sources (federal, state, local, or private).
- Any administrative costs not directly related to the administration of this Agreement, outside of the approved Indirect Cost rate.
- Personnel not connected to the project to which this Agreement refers.
- Hazard Pay.
- Lobbying or advocacy for particular legislative or administrative reform.
- Fundraising and any salaries or expenses associated with it.
- Legal fees.
- Promotional items, unless prior approval by the Commission is received.
- One-time events, prizes, or entertainment (e.g. tours, excursions, amusement parks, sporting events), unless prior approval by the Commission is received.
- Honorariums.
- Contributions and donations.
- Management or administrative training or conferences, unless prior approval by the Commission is received.
- Management studies or research and development (costs related to evaluation are permitted).
- Fines and penalties.
- Losses from uncollectible bad debt.
- Purchases of land, vehicles, or other capital expenses unless prior approval by the Commission is received.
- Memberships and agency dues, unless a specific requirement of the project, unless prior approval by the Commission is received.
- Compensation to federal employees.
- Military-type equipment such as armored vehicles, explosive devices, and other items typically associated with the military arsenal unless prior approval by the Commission is received.

- Purchasing of vessels, or aircraft, including unmanned aerial systems, commonly referred to as UAS or drones.
- Service contracts and training beyond the expiration of this Agreement.
- Informant fees, rewards, or buy money.
- Expert witness fees.
- Canines and horses, including any food and/or supplies relating to the upkeep of such animals.
- Livescan devices for applicant prints including any related supplies.
- Weapons, including tasers and any supplies for weapons unless prior approval by the Commission is received.
- Food, refreshments, and snacks unless prior approval by the Commission is received.
- Grant funds awarded shall not be used to hire law enforcement personnel.

Note: No funding can be used to purchase food and/or beverages for any meeting, conference, training, or other event. Exceptions to this restriction may be made only in cases where such sustenance is not otherwise available (e.g. extremely remote areas), or where a special presentation at a conference requires plenary address where there is no other time for sustenance to be attained. Such an exception would require prior approval from the Commission. This restriction does not apply to water provided at no cost, but does apply to any and all other refreshments, regardless of the size or nature of the meeting. Additionally, this restriction does not impact direct payment of per diem amounts to individuals in a travel status under your organization's travel policy.

XVI. Conditions on Expenses:

Costs must be reasonable and necessary. If required by the local jurisdiction, costs must be sustained by competitive bids. All contracts and subcontracts require prior approval by the Commission. If detailed information is not included as part of the application process, the Grantee must submit a request seeking approval once the subgrantees are identified.

Individual consultant fees are limited to $650 (excluding travel, lodging, and meal costs) per day, which includes legal, medical, psychological, and accountant consultants. If the rate will exceed $650 for an eight-hour day, prior written approval is required from the Commission. Compensation for individual consultant services is to be responsible and consistent with that paid for similar services in the marketplace.

XVII. Conflict of Interest and Code of Conduct Standards:

1. The Grantee and the Commission are subject to the provisions of 1968 PA 317, as amended, MCL 15.321 *et seq.,* and 1973 PA 196, as amended, MCL 15.341 *et seq.,* and 2 CFR 200.318 (c)(1) and (2).
2. Uphold high ethical standards and be prohibited from the following:
    a. Holding or acquiring an interest that would conflict with this Agreement;
    b. Doing anything that creates an appearance of impropriety with respect to the award or performance of this Agreement;
    c. Attempting to influence or appearing to influence any state employee by the direct or indirect offer of anything of value; or

   d. Paying or agreeing to pay any person, other than employees and consultants working for Grantee, any consideration contingent upon the award of this Agreement.
3. Immediately notify the Commission of any violation or potential violation of these standards. This Section applies to Grantee, any parent, affiliate, or subsidiary organization of Grantee, and any subcontractor that performs activities in connection with this Agreement.

XVIII. State of Michigan Agreement:
This Agreement is governed, construed, and enforced in accordance with Michigan law, excluding choice-of-law principles, and all claims relating to or arising out of this Agreement are governed by Michigan law, excluding choice-of-law principals. This is a state of Michigan agreement and is governed by the laws of Michigan. Any dispute arising as a result of this Agreement shall be resolved in the state of Michigan.

XIX. Project Specific Requirements:

The purpose of the project is to support the community policing and gun violence intervention program through the community-based programming and the local partnerships of the grantee to provide wrap-around services to the community that they serve.

Eligible Subrecipient

The eligible subrecipient is the Lansing Police Department. The Lansing Police Department will be responsible for partnering with local gun violence intervention groups and providing community engagement programs in their community.

General SLFRF Eligibility

The funding being used for this project is Federal State and Local Fiscal Recovery Funds (SLFRF). As a result, additional provisions apply and are included in this Attachment. The information contained in this Attachment supersedes the General Provisions of the Agreement, as related to all activities undertaken with SLFRF funding.

Payments from the SLFRF may only be used to cover expenditures that are:
1. Responding to the public health and negative economic impacts of the pandemic (which includes several sub-categories); and/or
2. Providing premium pay to essential workers; and/or
3. Providing government services to the extent of revenue loss due to the pandemic; and/or
4. Making necessary investments in water, sewer, and broadband infrastructure

Usage of these funds must comply with the federal requirements of the Federal Fiscal Recovery Fund. The purpose of this ***community policing program*** is to assist the Lansing Police Department with the ***Community Engagement and Violence Intervention Program.***
The Lansing Police Department will be expected to coordinate, not to supplant, funding with other partners, Agency local office, and other SLFRF funding.

SLFRF can fund expenses and services accrued during the pandemic; however, the cost incurred to address the eligible uses of SLFRF must have occurred after March 3, 2021. Funds must be obligated by ***September 30th, 2024 and*** expended by ***September 30th, 2026.***

SLFRF is federal funding and, as such, funds from this project cannot be used to pay expenses that will be or have been reimbursed by another federal program.

Each recipient should review program requirements, including Treasury's SLFRF Final Rule, Final Rule Overview, and the Uniform Guidance to determine and record eligible uses of SLFRF funds. Per 2 CFR Part 200.303, your organization must develop and implement effective internal controls to ensure that funding decisions under the SLFRF award constitute eligible uses of funds, and document determinations.

Use of Funds Restrictions:

1. First, a recipient may not use SLFRF funds for a program, service, or capital expenditure that includes a term or condition that undermines efforts to stop the spread of COVID-19. A program or service that imposes conditions on participation or acceptance of the service that would undermine efforts to stop the spread of COVID-19 or discourage compliance with recommendations and guidelines in CDC guidance for stopping the spread of COVID-19 is not a permissible use of SLFRF funds.

2. Second, a recipient may not use SLFRF funds in violation of the conflict of interest requirements contained in the Award Terms and Conditions or the Office of Management and Budget's Uniform Guidance, including any self-dealing or violation of ethics rules. Recipients are required to establish policies and procedures to manage potential conflicts of interest.

3. Lastly, recipients should also be cognizant that federal, state, and local laws and regulations, outside of SLFRF program requirements, may apply. Furthermore, recipients are also required to comply with other federal, state, and local background laws, including environmental laws and federal civil rights and nondiscrimination requirements, which include prohibitions on discrimination on the basis of race, color, national origin, sex, (including sexual orientation and gender identity), religion, disability, or age, or familial status (having children under the age of 18).

Civil Rights Compliance

Civil Rights Compliance. Recipients of Federal financial assistance from the Treasury are required to meet legal requirements relating to nondiscrimination and nondiscriminatory use of Federal funds. Those requirements include ensuring that entities receiving Federal financial assistance from the Treasury do not deny benefits or services, or otherwise discriminate on the basis of race, color, national origin (including limited English proficiency), disability, age, or sex (including sexual orientation and gender identity), in accordance with the following authorities: Title VI of the Civil Rights Act of 1964 (Title VI) Public Law 88-352, 42 U.S.C. 2000d-1 et seq., and the Department's implementing regulations, 31 CFR part 22; Section 504 of the Rehabilitation Act of 1973 (Section 504), Public Law 93-112, as amended by Public Law 93-516, 29 U.S.C. 794; Title IX of the Education Amendments of 1972 (Title IX), 20 U.S.C. 1681 et seq., and the Department's implementing regulations, 31 CFR part 28; Age Discrimination Act of 1975, Public Law 94-135, 42 U.S.C. 6101 et seq., and the Department implementing regulations at 31 CFR part 23. In order to carry out its enforcement responsibilities under Title VI of the Civil Rights Act, Treasury will collect and review information from recipients to ascertain their compliance with the applicable requirements before and after providing financial assistance. Treasury's implementing regulations, 31 CFR part 22, and the Department of Justice (DOJ) regulations, Coordination of Non-discrimination in Federally Assisted Programs, 28 CFR part 42, provide for the collection of data and information from recipients (see 28 CFR 42.406). Treasury may request that recipients submit data for post-award compliance reviews, including information such as a narrative describing their Title VI compliance status.

Protective Personally Identifiable Information (PII) and the Privacy Act
In accordance with the Uniform Guidance (including but not limited to, sections §200.303 and §200.338) and the Privacy Act of 1974 (5 U.S.C. § 552a), the recipient is required to take reasonable measures to safeguard protected personally identifiable information and other information the US Department of Treasury or State of Michigan designates as sensitive or the recipient considers sensitive consistent with applicable Federal, State, local, and tribal laws regarding privacy and responsibility over confidentiality.

Eligible SLFRF expenditures under this project
Funds will be used for community engagement programs and wraparound services for those within their community. These services will be combined with evidence-based intervention methods to increase community engagement and violence intervention with law enforcement.

Program Costs

- Partnering with local gun violence intervention groups in the amount of $250,000.
- Community Programming in the amount of $250,472.

Standard Provisions: Program Requirements

Funds were added under sections 602 and 603 of section 9901 of the Social Security Act of section 9901 of Public Law No. 117-2, known as American Rescue Plan Act of 2021 ("ARPA"), signed into law on March 11, 2021 https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds as the Coronavirus State and Local Fiscal Recovery Funds . The State of Michigan was awarded $6.54 billion dollars under the Fiscal Recovery Fund on May 13, 2021.

2 CFR 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards apply to this funding.

Each eligible subrecipient must register with the Federal System for Award Management (SAM) by the time of award disbursement. The SAM website is https://sam.gov/content/home. The direct hyperlink for SAM.gov registration is https://sam.gov/content/entity-registration.

OMB Uniform Guidance for Non-federal Agencies Receiving These Funds

The U.S. Department of Treasury has indicated in the Coronavirus State and Local Fiscal Recovery Fund Frequently Asked Questions that are accessible at U.S. Department of Treasury State and Local Fiscal Recovery Funds, located at SLFRF-Final-Rule-FAQ.pdf (treasury.gov), that the SLFRF awards are generally subject to the requirements set forth in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CRF Part 200 (the "Uniform Guidance"). All reimbursements requested under this program should be accounted for with supporting documentation. Eligible applicants should maintain documentation evidencing that the funds were expended in accordance with federal, state, and local regulations. In accordance with federal Uniform Guidance, funds received under this program shall be included on the eligible applicant's Schedule of Expenditures of Federal Awards (SEFA) and included within the scope of the eligible applicant's Single Audit.

The following is a summary of Uniform Guidance provisions that have been identified as significant. Applicants must review the eCFR Uniform Guidance at https://www.ecfr.gov/cgi-bin/text-idx?SID=6214841a79953f26c5c230d72d6b70a1&tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl for complete requirements.

The SLFRF awards are generally subject to the requirements set forth in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR Part 200 (the "Uniform Guidance"). In all instances, your organization should review the Uniform Guidance requirements applicable to your organization's use of SLFRF funds, and SLFRF-funded projects. The following sections provide a general summary of your organization's compliance responsibilities under applicable statutes and regulations, including the Uniform Guidance, as described in the 2023 OMB Compliance Supplement. Compliance Requirements (issued May 2023).

2 CFR 35.9 Compliance with Applicable Laws

Subrecipients must comply with all other applicable Federal statutes, regulations, and Executive orders, and a recipient shall provide for compliance with the American Rescue Plan Act, this subpart, and any interpretive guidance by other parties in any agreements it enters into with other parties relating to these funds.

2 CFR 200.303 Internal Controls

The non-Federal entity must:

1. Establish and maintain effective internal control over the Federal award that provides reasonable assurance that the non-Federal entity is managing the Federal award in compliance with Federal statutes, regulations, and the terms and conditions of the federal award.
2. Comply with Federal statutes, regulations, and the terms and conditions of the Federal awards.
3. Evaluate and monitor the non-Federal entity's compliance with statutes, regulations, and the terms and conditions of Federal awards.
4. Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings.
5. Take reasonable measures to safeguard protected personally identifiable information.

2 CFR 200.331 – 200.333 Subrecipient Monitoring and Management

Subawards ***are*** authorized with this funding: As a part of this grant agreement the ***Lansing Police Department*** is the subrecipient and may be a pass-through entity if they issue subawards to other subrecipients. If the Lansing Police Department is making subawards, must ensure compliance of the uniform requirements below as defined for pass-through entities and that they are included as appropriate in the grant agreement(s) between - and subrecipient as required ***in V(I) of the grant agreement. Entities receiving subawards from Lansing Police Department may not pass-through to other entities.***

2 CFR 200.331 Subrecipient and contractor determinations

The non-Federal entity may concurrently receive Federal awards as a recipient, a subrecipient, and a contractor, depending on the substance of its agreements with Federal awarding agencies and pass-through entities. Therefore, a pass-through entity must make case-by-case determinations whether each agreement it makes for the disbursement of Federal program funds casts the party receiving the funds in the role of a subrecipient or a contractor. The Federal awarding agency may supply and require recipients to comply with additional guidance to support these determinations provided such guidance does not conflict with this section.

(a) ***Subrecipients.*** A subaward is for the purpose of carrying out a portion of a Federal award and creates a Federal assistance relationship with the subrecipient. See definition for *Subaward* in § 200.1 of this part. Characteristics which support the classification of the non-Federal entity as a subrecipient include when the non-Federal entity:

(1) Determines who is eligible to receive what Federal assistance;

(2) Has its performance measured in relation to whether objectives of a Federal program were met;

(3) Has responsibility for programmatic decision-making;

(4) Is responsible for adherence to applicable Federal program requirements specified in the Federal award; and

(5) In accordance with its agreement, uses the Federal funds to carry out a program for a public purpose specified in authorizing statute, as opposed to providing goods or services for the benefit of the pass-through entity.

(b) ***Contractors.*** A contract is for the purpose of obtaining goods and services for the non-Federal entity's own use and creates a procurement relationship with the contractor. See the definition of *contract* in § 200.1 of this part. Characteristics indicative of a procurement relationship between the non-Federal entity and a contractor are when the contractor:

(1) Provides the goods and services within normal business operations;

(2) Provides similar goods or services to many different purchasers;

(3) Normally operates in a competitive environment;

(4) Provides goods or services that are ancillary to the operation of the Federal program; and

(5) Is not subject to compliance requirements of the Federal program as a result of the agreement, though similar requirements may apply for other reasons.

(c) ***Use of judgment in making determination.*** In determining whether an agreement between a pass-through entity and another non-Federal entity casts the latter as a subrecipient or a contractor, the substance of the relationship is more important than the form of the agreement. All of the characteristics listed above may not be present in all cases, and the pass-through entity must use judgment in classifying each agreement as a subaward or a procurement contract.

2 CFR § 200.332 Requirements for pass-through entities.

All pass-through entities must:

(a) Ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the following information at the time of the subaward and if any of these data elements change, include the changes in subsequent subaward modification. When some of this information is not available, the pass-through entity must provide the best information available to describe the Federal award and subaward. Required information includes:

(1) Federal award identification.

(i) Subrecipient name (which must match the name associated with its unique entity identifier);

(ii) Subrecipient's unique entity identifier;

(iii) Federal Award Identification Number (FAIN);

(iv) Federal Award Date (see the definition of Federal award date in § 200.1 of this part) of award to the recipient by the Federal agency;

(v) Subaward Period of Performance Start and End Date;

(vi) Subaward Budget Period Start and End Date;

(vii) Amount of Federal Funds Obligated by this action by the pass-through entity to the subrecipient;

(viii) Total Amount of Federal Funds Obligated to the subrecipient by the pass-through entity including the current financial obligation;

(ix) Total Amount of the Federal Award committed to the subrecipient by the pass-through entity;

(x) Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA);

(xi) Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity;

(xii) Assistance Listings number and Title; the pass-through entity must identify the dollar amount made available under each Federal award and the Assistance Listings Number at time of disbursement;

(xiii) Identification of whether the award is R&D; and

(xiv) Indirect cost rate for the Federal award (including if the de minimis rate is charged) per § 200.414.

(2) All requirements imposed by the pass-through entity on the subrecipient so that the Federal award is used in accordance with Federal statutes, regulations and the terms and conditions of the Federal award;

(3) Any additional requirements that the pass-through entity imposes on the subrecipient in order for the pass-through entity to meet its own responsibility to the Federal awarding agency including identification of any required financial and performance reports;

(4)

(i) An approved federally recognized indirect cost rate negotiated between the subrecipient and the Federal Government. If no approved rate exists, the pass-through entity must determine the appropriate rate in collaboration with the subrecipient, which is either:

(A) The negotiated indirect cost rate between the pass-through entity and the subrecipient; which can be based on a prior negotiated rate between a different PTE and the same subrecipient. If basing the rate on a previously negotiated rate, the pass-through entity is not required to collect information justifying this rate, but may elect to do so;

(B) The de minimis indirect cost rate.

(ii) The pass-through entity must not require use of a de minimis indirect cost rate if the subrecipient has a Federally approved rate. Subrecipients can elect to use the cost allocation method to account for indirect costs in accordance with § 200.405(d).

(5) A requirement that the subrecipient permit the pass-through entity and auditors to have access to the subrecipient's records and financial statements as necessary for the pass-through entity to meet the requirements of this part; and

(6) Appropriate terms and conditions concerning closeout of the subaward.

(b) Evaluate each subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring described in paragraphs (d) and (e) of this section, which may include consideration of such factors as:

(1) The subrecipient's prior experience with the same or similar subawards;

(2) The results of previous audits including whether or not the subrecipient receives a Single Audit in accordance with Subpart F of this part, and the extent to which the same or similar subaward has been audited as a major program;

(3) Whether the subrecipient has new personnel or new or substantially changed systems; and

(4) The extent and results of Federal awarding agency monitoring (e.g., if the subrecipient also receives Federal awards directly from a Federal awarding agency).

(c) Consider imposing specific subaward conditions upon a subrecipient if appropriate as described in § 200.208.

(d) Monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved. Pass-through entity monitoring of the subrecipient must include:

(1) Reviewing financial and performance reports required by the pass-through entity.

(2) Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient from the pass-through entity detected through audits, on-site reviews, and written confirmation from the subrecipient, highlighting the status of actions planned or taken to address Single Audit findings related to the particular subaward.

(3) Issuing a management decision for applicable audit findings pertaining only to the Federal award provided to the subrecipient from the pass-through entity as required by § 200.521.

(4) The pass-through entity is responsible for resolving audit findings specifically related to the subaward and not responsible for resolving crosscutting findings. If a subrecipient has a current Single Audit report posted in the Federal Audit Clearinghouse and has not otherwise been excluded from receipt of Federal funding (e.g., has been debarred or suspended), the pass-through entity may rely on the subrecipient's cognizant audit agency or cognizant oversight agency to perform audit follow-up and make management decisions related to cross-cutting findings in accordance with section § 200.513(a)(3)(vii). Such reliance does not eliminate the responsibility of the pass-through entity to issue subawards that conform to agency and award-specific requirements, to manage risk through ongoing subaward monitoring, and to monitor the status of the findings that are specifically related to the subaward.

(e) Depending upon the pass-through entity's assessment of risk posed by the subrecipient (as described in paragraph (b) of this section), the following monitoring tools may be useful for the pass-through entity to ensure proper accountability and compliance with program requirements and achievement of performance goals:

(1) Providing subrecipients with training and technical assistance on program-related matters; and

(2) Performing on-site reviews of the subrecipient's program operations;

(3) Arranging for agreed-upon-procedures engagements as described in § 200.425.

(f) Verify that every subrecipient is audited as required by Subpart F of this part when it is expected that the subrecipient's Federal awards expended during the respective fiscal year equaled or exceeded the threshold set forth in § 200.501.

(g) Consider whether the results of the subrecipient's audits, on-site reviews, or other monitoring indicate conditions that necessitate adjustments to the pass-through entity's own records.

(h) Consider taking enforcement action against noncompliant subrecipients as described in § 200.339 of this part and in program regulations.

[85 FR 49543, Aug. 13, 2020, as amended at 86 FR 10440, Feb. 22, 2021]

2 CFR 200.333 Fixed amount subawards

With prior written approval from the Federal awarding agency, a pass-through entity may provide subawards based on fixed amounts up to the Simplified Acquisition Threshold, provided that the subawards meet the requirements for fixed amount awards in §200.201 Use of grant agreements (including fixed amount awards), cooperative agreements, and contracts.

2 CFR 200.501 – Audit Requirements

a. Audit required. A non-Federal entity that expends $750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of this part.

b. Single audit. A non-Federal entity that expends $750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single audit conducted in accordance with § 200.514 except when it elects to have a program-specific audit conducted in accordance with paragraph (c) of this section.

c. Program-specific audit election. When an auditee expends Federal awards under only one Federal program (excluding R&D) and the Federal program's statutes, regulations, or the terms and conditions of the Federal award do not require a financial statement audit of the auditee, the auditee may elect to have a program-specific audit conducted in accordance with § 200.507. A program-specific audit may not be elected for R&D unless all of the Federal awards expended were received from the same Federal agency, or the same Federal agency and the same pass-through entity, and that Federal agency, or pass-through entity in the case of a subrecipient, approves in advance a program-specific audit.

d. Exemption when Federal awards expended are less than $750,000. A non-Federal entity that expends less than $750,000 during the non-Federal entity's fiscal year in Federal awards is exempt from Federal audit requirements for that year, except as noted in § 200.503, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and Government Accountability Office (GAO).

e. Federally Funded Research and Development Centers (FFRDC). Management of an auditee that owns or operates a FFRDC may elect to treat the FFRDC as a separate entity for purposes of this part.

f. Subrecipients and contractors. An auditee may simultaneously be a recipient, a subrecipient, and a contractor. Federal awards expended as a recipient or a subrecipient are subject to audit under this part. The payments received for goods or services provided as a contractor are not Federal awards. Section § 200.331 sets forth the considerations in determining whether payments constitute a Federal award or a payment for goods or services provided as a contractor.
g. Compliance responsibility for contractors. In most cases, the auditee's compliance responsibility for contractors is only to ensure that the procurement, receipt, and payment for goods and services comply with Federal statutes, regulations, and the terms and conditions of Federal awards. Federal award compliance requirements normally do not pass through to contractors. However, the auditee is responsible for ensuring compliance for procurement transactions which are structured such that the contractor is responsible for program compliance or the contractor's records must be reviewed to determine program compliance. Also, when these procurement transactions relate to a major program, the scope of the audit must include determining whether these transactions are in compliance with Federal statutes, regulations, and the terms and conditions of Federal awards.
h. For-profit subrecipient. Since this part does not apply to for-profit subrecipients, the pass-through entity is responsible for establishing requirements, as necessary, to ensure compliance by for-profit subrecipients. The agreement with the for-profit subrecipient must describe applicable compliance requirements and the for-profit subrecipient's compliance responsibility. Methods to ensure compliance for Federal awards made to for-profit subrecipients may include pre-award audits, monitoring during the agreement, and post-award audits. See also § 200.332.

[78 FR 78608, Dec. 26, 2013, as amended at 79 FR 75887, Dec. 19, 2014; 85 FR 49571, Aug. 13, 2020]

2 CFR 200.508 – Auditee Responsibilities

The auditee must:

1. Procure or otherwise arrange for the audit, if required.
2. Prepare appropriate financial statements, including the schedule of expenditures of Federal awards.
3. Promptly follow up and take corrective action on the audit findings.
4. Provide the auditor with access to personnel, accounts, books, records, supporting documentation, and other information as needed for the auditor to perform the audit.

<u>Repayment for ineligible SLFRF expenditures or under spending</u>

Any funds received under the authorizing legislation for this program expended by the eligible applicant in a manner that does not adhere to the American Rescue Plan Public Law 117-2 or Uniform Guidance 2 CFR 200, as applicable, shall be returned to the state. If it is determined that an eligible applicant receiving funds under this act expends any funds under this act for a purpose that is not consistent with the requirements of the American Rescue Plan Public Law 117-2 or Uniform Guidance 2 CFR 200, the state budget director is authorized to withhold payment of state funds, in part or in whole, payable from any state appropriation.

All subawards are subject to future audits and eligible applicants must allow the State of Michigan, any of its duly authorized representatives and/or State of Michigan's Office of the

Auditor General access to the eligible applicant's records and financial statements to ensure compliance with Federal statutes, regulations and the terms and conditions of the grant award.

MICHIGAN COMMISSION ON LAW ENFORCEMENT STANDARDS COMMUNITY POLICING GRANT AWARD

- Community Policing Grant funds are granted in the amount and for the period described in this agreement, for the purposes stated in the approved application which is hereby incorporated into this award. Granting of these funds is subject to the requirements of CFR 200 and 2022-PA-0166, the Administrative Rules of the Michigan Commission on Law Enforcement Standards, and other applicable laws and procedures.

GRANTEE Lansing Police Department	
PROJECT START DATE-PROJECT END DATE 7/20/2022-9/30/2026	
GRANT AMOUNT $500,472	**PROJECT** Community Engagement and Gun Violence Intervention Program

Authorized by:

STATE OF MICHIGAN Timothy S. Bourgeois MCOLES Executive Director	SIGNATURE Timothy S. Bourgeois	Date Digitally signed by Timothy S. Bourgeois Date: 2024.10.01 10:34:40 -04'00'

Acceptance by:

AUTHORIZING OFFICIAL	SIGNATURE	Date
PROJECT ADMINISTRATOR	SIGNATURE	Date
FINANCIAL OFFICER	SIGNATURE	Date

Return the signed award via email to Tirstan Walters at WaltersT6@michigan.gov.

BY THE COMMITTEE ON WAYS AND MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Lansing Police Department has submitted an application for a one-time grant to the Michigan Commission on Law Enforcement Standards (MCOLES) for a Michigan Commission on Law Enforcement Standards Community Policing grant; and

WHEREAS, the Lansing Police Department was informed on October 1, 2024, that it has been selected to receive grant funding in the amount of $500,472; and

WHEREAS, the Lansing Police Department has no required local match; and

WHEREAS, MCOLES share is $500,472 (100%); and

WHEREAS, the grant funds will be utilized for multiple beneficial problem solving strategies and efforts addressing the negative effects of the COVID-19 pandemic; and

WHEREAS, the grant period is October 1, 2024 to September 30, 2026.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the Michigan Commission on Law Enforcement Standards Community Policing grant in the amount of $500,472 for the program period October 1, 2024 through September 30, 2026; and

BE IT FINALLY RESOLVED, that the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds.

CITY OF LANSING
INTERNAL AUDITOR
124 W MICHIGAN AVE FL 10
LANSING MI 48933-1605
(517) 483-4159

MEMO: Grant Acceptance - 3869 ANNUAL OHSP FY25

Date: November 21, 2024

To: Ways & Means Committee

From: Charles H Randall, Internal Auditor

Overview

The 2025 OHSP Highway Safety Grant is from the Michigan Office of Highway and Safety Planning (OHSP) to the City of Lansing for the Police Department to perform traffic enforcement. Notification of approval was received on October 18, 2024 for the grant period of October 01, 2024 to September 30, 2025 (CoL Fiscal Years 2024 - 2025).

The grant is $330,779.52 of federal funds from the U.S. Department of Transportation Highway Safety Fund of the National Highway Traffic Safety Administration to be used for Payroll Overtime and Equipment Costs. The grant total does not require any matching funds.

The LPD intended fund usage is the prevention of anticipated traffic (including pedestrian and bicyclist) fatalities and injuries through high visibility patrols to educate and promote voluntary compliance with driving related laws.

Comments / Questions

None

Recommendation

Internal Audit recommends acceptance of the grant and any necessary associated budget adjustments.

LANSING CITY COUNCIL

FY25 GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

PREFERRED REFERRAL DATE: -

GRANT NAME: - OHSP

GRANT AGENCY: - SOM

ASSISTANCE LISTING (CDFA): -

DEPARTMENT: - LPD

CONTACT NAME: - CHERYL RUPPRECHT

CONTACT PHONE: - 517-483-4808

GRANT PERIOD START: - OCTOBER 1, 2024

GRANT PERIOD END: - SEPTEMBER 30, 2024

APPLICATION DATE: - JUNE 2024

AWARD DATE: - OCTOBER 2024

TOTAL AMOUNT: - $330,779.52

ADMINISTRATIVE COST RECOVERY AMOUNT: -

SUMMARY OF GRANT PURPOSE AND ALLOWABLE USES:

There is no local match-
The purpose of the grant is to reimburse Patrol OT efforts ($266,980.04) focused on Hazardous driving/Prevent roadside deaths/Nonmotorized safety/Distracted driving as well as to provide reimbursement funding for 2- SPEEDALERT 24 RADAR/MESSAGE SIGNS for $31,899.74 ($63,799.48)

PROJECTED ACCOUNT CODE DETAIL (OBJECT MINIMUM):

Account	Description	Amount
	2025-PT-18-00 FY25 OHSP grant funds	

MATCHING FUNDS ACCOUNT CODE DETAIL (IF APPLICABLE):

Account	Description	Amount

STATE OF MICHIGAN
DEPARTMENT OF STATE POLICE
LANSING

GRETCHEN WHITMER
GOVERNOR

COL. JAMES F. GRADY II
DIRECTOR

October 18, 2024

Sgt. Randall Hon
Lansing Police Department
120 West Michigan Avenue
Lansing, Michigan 48933

Dear Sgt. Hon:

The Michigan Office of Highway Safety Planning (OHSP) has approved $330,779.52 in federal funds for Highway Safety Project grant number 2025-PT-18-00, "Lansing Police Department Overtime Traffic Enforcement ," for the grant period October 01, 2024, through September 30, 2025.

This grant is approved with the following conditions in the attachment.

If you have any questions regarding your grant, please contact your OHSP Program Coordinator, Mackenzie Alvae at (517) 897-6983. We look forward to working with you during the course of the project.

Sincerely,

Katie Bower, Division Director
Office of Highway Safety Planning

cc: Chief Robert Backus
Ms. Cheryl Rupprecht

Grant Conditions

1. **Funding is contingent upon the availability of U.S. Department of Transportation Highway Safety Funds.**
2. A grant orientation meeting is required, details will be provided by your OHSP Program Coordinator.
3. Financial reports are due: **Quarterly**
   Progress reports are due: **One (1) report due October 30th**
4. Grantees must comply with the Grant Management Requirements set forth in this grant. Please consult the grant application for further details.
5. The following special conditions apply to this grant project:
   - Å All equipment requires grant approval and separate equipment approval prior to purchase. This grant award letter provides grant approval, but OHSP pre-approval is required for all equipment valued $5,000 or more per unit and NHTSA pre-approval is required for all equipment valued $10,000 or more per unit. Subrecipients will be notified when equipment approval is received. Please contact your OHSP Program Coordinator with any questions on equipment approval.

6. Any changes to the grant's objectives, activities, and/or approved budget must have OHSP approval.

OHSP-31 (6/2022) BUDGET PAGE	**FISCAL YEAR** 2025
PROJECT TITLE Lansing Police Department Overtime Traffic Enforcement	**GRANT NUMBER** 2025-PT-18-00
APPLICANT Lansing Police Department	**GRANT PERIOD** 10/01/24 through 09/30/25

APPROVED BUDGET SUMMARY

COST CATEGORY	FEDERAL	LOCAL MATCH	TOTAL
PERSONNEL - SALARIES & WAGES	$0.00	$0.00	$0.00
PERSONNEL - OVERTIME	$266,980.04	$0.00	$266,980.04
CONTRACTUAL SERVICES	$0.00	$0.00	$0.00
TRAVEL	$0.00	$0.00	$0.00
SUPPLIES & OPERATING	$0.00	$0.00	$0.00
EQUIPMENT COSTS	$63,799.48	$0.00	$63,799.48
INDIRECT COSTS	$0.00		$0.00
TOTAL APPROVED COSTS	$330,779.52	$0.00	$330,779.52

FUNDING

FUNDING SOURCE	ALN	AMOUNT	FAIN(s)*
402 NHTSA Funds	402-20.600	$330,779.52	69A3752230SUP4020MI0 69A37523300004020MI0 69A3752330SUP4020MI0 69A37524300004020MI0 69A3752430SUP4020MI0

* This project may be paid from any of the above Federal Award Identification Numbers (FAIN). For more information regarding these FAINs, please see the attached chart.

OHSP APPROVAL

SIGNATURE	TITLE	DATE APPROVED
Katie Bauer	Division Director	10/18/24

BUDGET PAGE

FAIN	Fund	Federal Award Date
69A3752130000405CMI0	FAST Act 405c Data Program	2021
69A3752230000405CMI0	BIL 405c Data Program	2022
69A3752230000405DMIL	BIL 405d Impaired Driving Low	2022
69A3752230000405HMI0	BIL 405h Nonmotorized Safety	2022
69A3752230SUP405CMI0	SUPPLEMENTAL BIL 405c Data Program	2022
69A3752230SUP405DMIL	SUPPLEMENTAL BIL 405d Impaired Driving Low	2022
69A37523300004020MI0	BIL NHTSA 402	2023
69A3752330000405BMIH	BIL 405b OP High	2023
69A3752330000405CMI0	BIL 405c Data Program	2023
69A3752330000405DMIL	BIL 405d Impaired Driving Low	2023
69A3752330000405FMI1	BIL 405f Motorcyclist Programs	2023
69A3752330000405HMI0	BIL 405h Nonmotorized Safety	2023
69A3752330SUP405BMIH	SUPPLEMENTAL BIL 405b OP High	2023
69A3752330SUP405CMI0	SUPPLEMENTAL BIL 405c Data Program	2023
69A3752330SUP405DMIL	SUPPLEMENTAL BIL 405d Impaired Driving Low	2023
69A37524300001640MIA	BIL 164 Transfer Funds	2024
69A37524300004020MI0	BIL NHTSA 402	2024
69A3752430000405BMIH	BIL 405b OP High	2024
69A3752430000405DMIL	BIL 405d Impaired Driving Low	2024
69A3752430000405FMI1	BIL 405f Motorcyclist Programs	2024
69A3752430000405GMI0	BIL 405g Nonmotorized Safety 24-26	2024
69A3752430000405HMI0	BIL 405h Preventing Roadside Deaths 24-26	2024
69A3752430SUP4020MI0	SUPPLEMENTAL BIL NHTSA 402	2024
69A3752430SUP405BMIH	SUPPLEMENTAL BIL 405b OP High	2024
69A3752430SUP405FMI1	SUPPLEMENTAL BIL 405f Motorcyclist Programs	2024
69A3752430SUP405GMI0	SUPPLEMENTAL BIL 405g Nonmotorized Safety 24-26	2024
69A3752430SUP405HMI0	SUPPLEMENTAL BIL 405h Preventing Roadside Deaths 24-26	2024
69A37525300001640MIA	BIL 164 Transfer Funds	2025
69A37525300004020MI0	BIL NHTSA 402	2025
69A3752530000405BMIH	BIL 405b OP High	2025
69A3752530000405DMIL	BIL 405d Impaired Driving Low	2025
69A3752530000405FMI1	BIL 405f Motorcyclist Programs	2025
69A3752530000405GMI0	BIL 405g Nonmotorized Safety 24-26	2025
69A3752530000405HMI0	BIL 405h Preventing Roadside Deaths 24-26	2025
69A3752530SUP4020MI0	SUPPLEMENTAL BIL NHTSA 402	2025
69A3752530SUP405BMIH	SUPPLEMENTAL BIL 405b OP High	2025
69A3752530SUP405FMI1	SUPPLEMENTAL BIL 405f Motorcyclist Programs	2025
69A3752530SUP405GMI0	SUPPLEMENTAL BIL 405g Nonmotorized Safety 24-26	2025
69A3752530SUP405HMI0	SUPPLEMENTAL BIL 405h Preventing Roadside Deaths 24-26	2025

Michigan State Police
Office of Highway Safety

7150 Harris Drive
P.O.Box 30634
Dimondale, Michigan 48821

(517) 284-3332

* * * * * *

1. PROJECT TITLE *Lansing Police Department Overtime Traffic Enforcement*	
2. APPLICANT *Lansing Police Department*	
3. ADDRESS OF APPLICANT *120 West Michigan Avenue Lansing, MI 48933*	
4. FEDERAL IDENTIFICATION NO. *38-6004628*	**5. ANTICIPATED ACTIVITY START-UP DATE** *10/01/2024*

Problem Statement

Instructions

- All fields marked with a red asterisk (*) are required.
- After completing all required fields, click **SAVE** to store the information on this page.
- To clear all information on this page, click **DELETE**.
- To navigate to the next application form, you may use the Next Form navigation button at the bottom of the page.
  NOTE: Using the navigation buttons at the bottom of the page will automatically **SAVE** the page.
- **Completion of this page is required for application submission.**

STATEMENT OF THE PROBLEM AND BACKGROUND INFORMATION

Instructions:

- Describe the traffic safety problem or deficiency that the proposed project is intended to correct.
- Identify and cite the data, statistics or facts relevant to the problem. The following links may be used to collect data: Michigan Traffic Crash Facts (MTCF) Annual Reports and Statistics
- Use the most recent information possible. State the purpose of the project and the overall goal.
- Explain how you propose to solve the problem. Your solution should show a logical relationship to the problem.

*** Problem Statement:**

According to comprehensive research from the National Highway Traffic Safety Administration (NHTSA), 94 percent of all crashes are the result of driver error.
The U.S. Code: Title 23: Section 404 requires a statewide, high-visibility special traffic enforcement program (STEP) for impaired driving and occupant protection and that emphasizes publicity during three campaigns – impaired driving in December, occupant protection in May, and impaired driving in August.
Distracted driving represents a dangerous behavior on today's roadways. The National Highway Traffic Safety Administration (NHTSA) defines distracted driving as anything that diverts the driver's attention from the primary tasks of driving the vehicle and responding to critical events, anything that takes the driver's eyes off the road (visual distraction), hands off the wheel (manual distraction), or mind off the driving task (cognitive distraction).
Michigan traffic crash data from 2016-2020 identified the high number of people seriously injured or killed where the crash was coded as alcohol-involved and/or drug-involved, or the occupants were in passenger vehicles and the crash was coded as no belts used or child restraint not used/used improperly, or the crashes included at least one driver was speeding, or the crashes that are coded as driver distraction.
Statistics for Michigan indicate that during 2022FY, 293,341 traffic crashes were reported; this is a 3.79 percent increase from 2021, when 282,640 crashes were reported. Crashes in 2022 resulted in 1,123 fatalities and an estimated 25,967 serious and minor injuries. The number of traffic fatalities in 2022 was 0.71 percent lower than in 2021, when 1,131 persons were fatally injured in Michigan traffic crashes.
Within the City of Lansing statistics show in the 2022FY, 3,831 traffic crashes were reported this is a 2.4 percent increase from 2021, when 3,741 crashes were reported. Crashes in 2022 resulted in 16 fatalities and an estimated 720 serious and minor injuries.
Car crashes, for the most part is avoidable. Most people know that impaired driving causes crashes. There are causes that people may not think about. Some examples would be distracted driving, running red lights, driving in the rain, speed, and tailgating. The Lansing Police Department's goal is to contact hazardous drivers and provide education through OHSP pamphlets and or citations. The Lansing Police Department feels that providing additional outreach and contact with the public will reduce the number of crashes.
Goal:
Prevent an increase in the number of traffic fatalities by 12.5 percent from 16 in 2022 to 14 and suspected serious injuries by 10 percent from 82 in 2022 to 74 by September 30, 2025. High visibility patrols to educate the public and promote voluntary compliance with the law encompassing hazardous driving, seat belt compliance, impaired driving and compliance to school bus and pedestrian laws. Lansing Police Department will use data to identify high crash areas and high complaint areas in regard to hazardous driving and focus attention to those areas.
It is our belief the OHSP grant has significantly helped lower our total crashes in the FY2023 grant cycle. The Grant has allowed our department to put Officers out on the roads to educate and enforce the motor vehicle code. Without this grant that would not have been possible. This grant has allowed our Officers to make over 1,800 traffic stops separate from our regular patrols.
An evaluation of fatal and serious injuries will be conducted and included as part of the final progress report.

The county of Ingham had one of the highest pedestrian and/or bicyclist fatality and serious injury counts in the state. There were 94 pedestrian fatalities and serious injuries, as well as 40 bicyclist fatalities and serious injuries during a 5-year period (2016-2020).
2022 Michigan Traffic Crash Statistics Clock: Breaking crash statistics down by time in 2022 indicated the following:
- 1 Traffic Crash was reported every 1 minute and 48 seconds.
- 1 Traffic Death was reported every 7 hours and 48 minutes.
- 1 Person was injured every 7 minutes and 29 seconds.
Within the City of Lansing statistics show in the 2022FY, 3,831 traffic crashes were reported this is a 2.4 percent increase from 2021, when 3,741 crashes were reported. Crashes in 2022 resulted in 16 fatalities and an estimated 720 serious and minor injuries.
Law enforcement officers will implement a high visibility traffic enforcement program designed to protect pedestrians and bicyclists to educate community members about illegal/dangerous walking, cycling, and driving behaviors and enforce these traffic laws. Lansing Police Department, using data from crashes, will focus their grant funded time in these high-risk areas.
The Lansing Police Department has been part of this effort since FY2018 to fund overtime enforcement mobilizations on laws applicable to pedestrian and bicyclist safety.

Goals & Activities

Instructions

- All fields marked with a red asterisk (*) are required.
- After completing all required fields, click **SAVE** to store the information on this page.
- To clear all information on this page, click **DELETE**.
- To navigate to the next application form, you may use the Next Form navigation button at the bottom of the page.
  NOTE: Using the navigation buttons at the bottom of the page will automatically **SAVE** the page.
- **Only one goal per page is allowed. Multiple activities are allowed for each goal; however, each goal must be entered on separate pages. To enter additional goals:**
  - Click the **ADD** button at the top of the page and complete the blank form.
  - After the second page has been **SAVED**, a folder icon followed by a right arrow icon will appear next to the Goals & Activities menu item in the left navigation menu.
  - Clicking the arrow next to the folder will display a sub-menu containing the list of the pages that have already been entered.
  - Click one of the links in the sub-menu to **access a page**.
- **Completion of at least one instance of this page is required for application submission.**

Anticipated Project Goals & Activities

Instructions

- List an anticipated goal and/or outcome for the proposed project.
- Describe activities to be performed by the applicant agency to reach anticipated goal and/or outcome.
- Provide a date of anticipated activity completion.
- Goals serve as the foundation upon which the project is built. Use the **SMART** model. Goals must be **S**pecific, **M**easurable, **A**chievable, **R**ealistic, and **T**ime bound.
- Federal Performance Measures can be found at Michigan.gov.

Anticipated Goal

* **Goal**

Prevent an increase in the number of traffic fatalities by 12.5 percent from 16 in 2022 to 14 and suspected serious injuries by 10 percent from 82 in 2022 to 74 by September 30, 2025. High visibility patrols to educate the public and promote voluntary compliance with the law encompassing hazardous driving, seat belt compliance, impaired driving and compliance to school bus and pedestrian laws.
--
Reduce pedestrian and bicyclist fatalities and suspected serious injury counts by 1% by educating and enforcing traffic safety laws designed to keep pedestrians and bicyclists safe by September 30, 2025.

Project Activity

* **Activities**

Project Activity 1: Each grant-funded agency will conduct grant-funded overtime traffic enforcement details between the following mandatory enforcement periods:

- October 21-25, 2024 (Operation Safe Stop/School Bus Safety Week)
- October 26-November 1, 2024 (Pedestrian)
- December 11, 2024-January 1, 2025 (impaired driving enforcement)
- May 19-June 1, 2025 (seat belt enforcement)
- April 1, 2025-April 30, 1, 2025 (distracted driving enforcement)
- July 1, 2025-July 31, 2025 (speed enforcement)
- August 15-September 1, 2025 (impaired driving enforcement)

Each grant-funded agency may conduct enforcement details between the following elective enforcement periods:
- October 1, 2024-October 20, 2024 (speed enforcement/distracted driving enforcement)
- November 1-December 10, 2024 (speed enforcement/distracted driving enforcement)
- January 1, 2025-March 31, 2025 (speed enforcement/distracted driving enforcement)
- April 1, 2025-April 30, 2025 (distracted driving enforcement)
- May 1, 2025-May 18, 2025 (speed enforcement/distracted driving enforcement)
- June 1, 2025-June 30, 2025 (speed enforcement/distracted driving enforcement)
- August 1, 2025-August 14, 2025 (speed enforcement/distracted driving enforcement)

Officers will stop vehicles for hazardous moving violations and take appropriate enforcement action each week during the enforcement periods.
Project Activity 2: Each grant-funded agency will promote enforcement efforts by utilizing public information materials provided by OHSP through September 30, 2025.

Project Activity 3: As applicable, each grant-funded agency will report required enforcement activity by the following dates:
• December 5, 2024
• January 9, 2025
• March 7, 2025
• May 8, 2025
• June 12, 2025
• August 6, 2025
• September 11, 2025

Activity 1: Plan and execute two patrols during the overtime enforcement effort focused on keeping pedestrians safe from October 26-November 1, 2024.
Activity 2: Plan and execute one patrol during the overtime enforcement effort focused on keeping bicyclists safe from August 5-11, 2025.
Activity 3: Plan and execute additional eleven overtime enforcement effort focused on traffic laws designed to protect pedestrians and bicyclists that align with local crash data by September 30, 2025.
Activity 4: Promote and publicize all enforcement efforts by utilizing public education materials and media events or releases provided/facilitated by the OHSP by September 30, 2025.

* **Date of Anticipated Activity Completion** *09/30/2025*

Audit Requirements

Instructions

- All fields marked with a red asterisk (*) are required.
- After completing all required fields, click **SAVE** to store the information on this page.
- To clear all information on this page, click **DELETE**.
- To navigate to the next application form, you may use the Next Form navigation button at the bottom of the page.
  NOTE: Using the navigation buttons at the bottom of the page will automatically **SAVE** the page.
- **Completion of this page is required for application submission.**

Acceptance of Audit Requirements

Instructions

- Full completion of this page is required if the political jurisdiction responsible for the overall administration of the grant will receive $750,000 or more in federal financial assistance in the time period beginning October 1 through September 30.
- If the audit requirement period for the applicant agency exceeds 365 days, sections 1.b. and 2.b. must be utilized to complete the audit requirement dates.
- For example, if your agency's fiscal year is July 1, through June 30, then both 1a. and 1b. must be completed.
- **Consult with your Financial Officer for accurate completion of this page.**

* Does the reporting entity* receive less than $750,000 a year? YES *[X]* NO

* NOTE: The reporting entity is the government unit responsible for the overall administration of the grant, not just your agency.
For example - for a County Sheriff's Office the reporting entity would be the County.

Audit Information

The following information on the next organization-wide audit(s) which will include this agency:

1.a. Audit Period:	Beginning	*07/01/2024*	Ending	*06/30/2025*
2.a. Audit or written certification will be submitted to MSP by:				*03/31/2026*
1.b. Audit Period:	Beginning	*07/01/2025*	Ending	*06/30/2026*
2.b. Audit or written certification will be submitted to MSP by:				*03/31/2027*

Sub-Recipient Information

Instructions

- All fields marked with a red asterisk (*) are required.
- After completing all required fields, click **SAVE** to store the information on this page.
- To clear all information on this page, click **DELETE**.
- To navigate to the next application form, you may use the Next Form navigation button at the bottom of the page.
  NOTE: Using the navigation buttons at the bottom of the page will automatically **SAVE** the page.
- **Completion of this page is required for application submission.**

Sub-recipient Informational Form

SAM.Gov Unique Entity ID (UEI) Information

Instructions

- The UEI is a 12-character alphanumeric ID assigned to an entity by the System for Award Management (SAM).
- Existing registered entities can find their UEI by following the steps located here.
- New or unregistered entities can request a UEI at SAM.gov.

* Sub-recipient SAM UEI *VARBEGGYV751*

Federal Funding Information

Instructions

- If your agency receives less than $25,000 of federal funding from the Office of Highway Safety Planning, select 'YES'; otherwise, select 'NO'.
- **Consult with your Financial Officer for accurate completion of this section.**

YES NO

* Does the sub-recipient agency or institution receive less than $25,000 of federal funding from the Office of Highway Safety Planning? *[X]*

Annual Gross Revenue

Instructions

- ***Complete this section if the sub-recipient agency receives more than $25,000 of federal funding from the Office of Highway Safety Planning.*.**
- **Consult with your Financial Officer for accurate completion of this section.**

YES NO

* In the preceding fiscal year, did your agency or institution receive 80 percent or more of its annual gross revenues in federal award? *[X]*

YES NO

* In the preceding fiscal year, did the sub-recipient agency's or institution's annual gross revenues equal or exceed $25,000,000 in federal awards? *[X]*

Highest Compensation Officers

Organization Type

Instructions

- Specify whether the applicant agency is a State of Michigan (SOM) Organization.
  NOTE: Organizations that are not SOM organizations must provide SIGMA Coding Information.

YES NO

* Is the sub-recipient a MSP Division or State of Michigan (SOM) Department (interagency grants)? *[X]*

SIGMA Coding Information

SIGMA Coding Information

Instructions

- Enter the Vendor Customer ID Number and Address Code for the sub-recipient agency.
- The Vendor Customer Number (also known as Customer ID) is a unique identification number that improves TIN security.
- The Address Code (also known as Address ID) is associated with your SIGMA Vendor Customer ID to assure the correct attention to, address, and payment method are available for payment.
- This information is maintained by the vendor in SIGMA Vender Self Service (VSS).

Click here to reference VSS for additional assistance.

*** Payee Name**

City of Lansing

*** Vendor Customer ID**

CV0005284

*** Address Code**

AD008

Local Match

Instructions

- All fields marked with a red asterisk (*) are required.
- After completing all required fields, click **SAVE** to store the information on this page.
- To clear all information on this page, click **DELETE**.
- To navigate to the next application form, you may use the Next Form navigation button at the bottom of the page.
  NOTE: Using the navigation buttons at the bottom of the page will automatically **SAVE** the page.
- **Completion of this page is required for application submission.**

LOCAL MATCH

Instructions:

- Describe any local funds or in-kind contributions that will be used to assist in funding this highway safety project grant.
- Local match must match the budget section of the grant application.

*** Local Match:**

NONE

Project Continuation

Instructions

- All fields marked with a red asterisk (*) are required.
- After completing all required fields, click **SAVE** to store the information on this page.
- To clear all information on this page, click **DELETE**.
- To navigate to the next application form, you may use the Next Form navigation button at the bottom of the page.
  NOTE: Using the navigation buttons at the bottom of the page will automatically **SAVE** the page.
- **Completion of this page is required for application submission.**

PROJECT CONTINUATION

Instructions

- Use the drop-down list to select the best option that identifies how project activities will be supported when funding ends for this project.
- Use the text area to enter a description if Other is selected.

*** Project Continuation**

Project continuation is contingent on NHTSA funding.

If Other is selected, a description of how project activities will be supported when funding ends for this project is required.

Budget Category: Personnel - Overtime Salaries & Wages

Instructions

- For all funded project personnel of positions, enter the overtime information as described below.
- Include each employee classification separately, and identify the employee's function in relationship to the grant.
- Enter the hourly rate of pay and total number of hours worked and/or percentage of time to calculate the total Federal/State amount to be charged to the grant.

Personnel Overtime Salaries & Wages

* **Position Title**	* **Hours**	* **Hourly Rate**	
PO1/SGT	*2,062.39*	*$68.85*	
	Federal	**Local Match**	**Total**
Overtime Salaries & Wages Expenses	*$141,995.55*	*$*	***$141,995.55***

* **Position Description**

POLICE OFFICER/SERGEANT

Personnel Overtime Fringe Benefits

Instructions

- Specify whether fringe benefits are associated with the position.
- If applicable, enter the specified information about fringe benefits as they apply to the position.
- For each benefit type, enter the rate for the specified position to calculate the total overall rate.
  NOTE: Expenditures for fringe benefits are limited for projects that include overtime to only those costs that increase as a result of the overtime, usually FICA, workers compensation and retirement.
- The total overall rate is total fringe benefits divided by total wages.
  NOTE: Use the example below to see how the salary & wages, fringe benefits, and overall rate are calculated with sample data.

Calculate Total Overtime Wages ($)
- Overtime Wages: $20.00 x 20 hours = $400.00
- Total Overtime Wages = $400.00

Calculate Total Fringe Benefits ($)
- FICA Rate: 7.65%
  - .0765 x $400 = $30.60
- Worker Compensation Rate: 2.34%
  - .0234 x $400 = $9.36
- Retirement Rate: 1.45%
  - .0145 x $400 = $5.80
- Total Fringe Benefits:
  - $30.60 + $9.36 + $5.80 = $45.76

Calculate Overall Fringe Benefits Rate (%)
- Overall Rate:
  - $45.76 ÷ $400 = .1144
  - .1144 x 100 = 11.44%

---

* Are there Fringe Benefits expenses associated with this position? *[X]* YES NO

* Select all fringe benefits that apply to this position to be included in the requested grant funds amount.

	Benefit Type	Rate (%)		Federal
[X]	**FICA**	*1.5100*		*$2,144.13*
[X]	**Workers Compensation**	*2.1600*		*$3,067.10*
[X]	**Retirement**	*84.3500*		*$119,773.25*
	Unemployment Insurance		*N/A*	*$0.00*
	Insurances		*N/A*	*$0.00*

Other		*$0.00*
Overall Totals	*88.02 %*	*$124,984.48*

* If the overall rate is greater than 40%, an explanation and supporting documentation are required.

fringe information support uploaded

FRINGES TABLE FY22.pdf

	Federal	Local Match	Total
Overtime Fringe Benefits Expenses	*$124,984.48*	*$*	***$124,984.48***

Personnel - Overtime Expense Request

	Federal	Local Match	Total
Overtime Expense Request	***$141,995.55***	***$0.00***	***$141,995.55***
Fringe Benefits Expense Request	***$124,984.48***	***$0.00***	***$124,984.48***
Total	***$266,980.04***	***$0.00***	***$266,980.04***

Budget Category: Equipment

Instructions

- For all equipment to be purchased for this project, enter the information as described below.
- Each equipment item may require a match in the Local Match field.
- Only items specifically detailed in the budget will be eligible for federal reimbursement.
- Any equipment purchased through this grant must be used for highway safety purposes during its useful life.
- Equipment purchased through a grant to a state agency must also adhere to all state equipment control procedures.
- **Items with a Unit Price below $5000 must be requested under the Supplies & Operating budget category.**

Equipment

* **Item Title**	* **Unit Price**	* **Quantity**	
SPEEDALERT 24 RADAR/MESSAGE SIGN	*$31,899.74*	*2*	
	Federal	**Local Match**	**Total**
Equipment Expenses	*$63,799.48*	*$*	***$63,799.48***

Instructions

- Provide item purpose and justification for project use.
- Include a description, the functions of the equipment, and additional information as necessary.
- Additional information may include Local Match details, a federal funding breakdown based on expected usage patterns, the expected tangible outcomes of equipment use.

* Item purpose and justification

The Lansing Police Department is seeking two speed trailers that have capabilities of recording data. We would deploy our Speedalert 24 radar sign to gather data from areas where we have received speeding complaints. We would gather data from the trailer. We would be able to identify hazardous driving behavior. We would deploy officers to the area at the time the data shows there is an issue with hazardous driving behavior.

This is extremely important due to the amount of traffic complaints we receive on a weekly basis and our staffing levels. Due to Minium staffing levels this would allow us to allocate our officers in a very effective way. We would be able to put officers in a position to be the most effective with traffic calming. This allows us to reduce dangerous driving which leads to serious injury crashes.

The speed trailers would be used 90% of the time for traffic calming, and data recovery. The other 10% the trailers would be utilized for special events and crash

Buy America Compliance

Instructions

- **All equipment requests are required to submit a Buy America Certificate of Compliance form prior to submitting the Grant Application.**
- Download the WORD DOCUMENT (.doc) template provided by the hyperlink below.
- Complete the template, print, sign and scan to a local file.
- To attach the completed template:
  - Use the space provided below to enter a title/description for each file to be uploaded.
  - Search for the file to upload, and click **Open** in File Explorer.
  - Once the file is selected, the path to the file will appear in the **Document Source** field.
  - Click the **SAVE** button to store the uploaded file(s) into the system.
  - Acceptable file type extensions are: **.bmp, .gif, .jpg, .png, .tif, .rtf, .wpd, .txt, .pdf, .doc, .docx, .ppt, .pptx, .xls, .xlsx, .vsd, .xml, .mp3, .mp4**
  - Attachments larger than 10MB will not be accepted.

    NOTE: When the file is named to be uploaded, **DO NOT** leave any spaces, place a period between the words OR use any special characters, e.g. "/", in the file name. The title/description entered does not have to be the same as the file name, and it can include spaces.

Click here to download the Buy America Certificate of Compliance form.

Title/Description	Document Source
Buy America Certificate of Compliance	*buy.america.alltrafficsolutions.pdf*

Budget Summary

Instructions

- This is a **view-only** page that displays an overview of values entered on each individual budget page.
- If any changes are made to the budget pages after the initial first load of this page, this page must be revisited to obtain and store updated budget values before document submission.
- This page automatically saves upon each page load to store updated budget values; no **SAVE** button is needed.

Budget Request Summary

Instructions

- Review all of the information in the summary table below.
- If data looks incorrect, return to the necessary budget page(s) and adjust values as needed.
- The total Grant Funds amount requested must be greater than $0.

FEIN	STARTING DATE	ENDING DATE	FISCAL YEAR
38-6004628	*10/01/2024*	*09/30/2025*	*2025*

Cost Category Summary

Cost Category Function Title	Federal	Local Match	Total
Personnel - Salaries & Wages Costs	*$0.00*	*$0.00*	*$0.00*
Personnel - Overtime Costs	*$266,980.04*	*$0.00*	*$266,980.04*
Contractual Service Costs	*$0.00*	*$0.00*	*$0.00*
Travel Costs	*$0.00*	*$0.00*	*$0.00*
Supplies & Operating Costs	*$0.00*	*$0.00*	*$0.00*
Equipment Costs	*$63,799.48*	*$0.00*	*$63,799.48*
Indirect Costs	*$0.00*		*$0.00*
Total	***$330,779.52***	***$0.00***	***$330,779.52***

Exhibit I

CITY OF LANSING, MI
FY 2022 ACTUAL EXPENDITURES
FRINGE BENEFITS RATES
SUMMARY OF FRINGE BENEFITS RATES

Description	Salary	Hourly	Fire - Sworn	Police - Sworn	Seasonal / Contract / Temporary	Judges	Trunkline	Seasonal Trunkline
Dental Insurance	2.40%	3.99%	2.30%	2.39%		2.99%	3.79%	
Disability Insurance	0.01%	2.12%					1.46%	
EAP	0.04%	0.12%	0.03%	0.03%		0.07%	0.10%	
FICA	7.50%	7.65%	1.46%	1.51%	7.65%		8.55%	7.65%
Health Insurance	17.99%	30.48%	17.72%	17.67%		36.57%	28.88%	
Life Insurance	0.31%	1.02%	0.24%	0.26%		0.63%	0.84%	
Retirement Benefits	69.37%	85.13%	83.48%	84.35%			89.03%	
Unemployment	0.08%	0.37%	0.02%		0.66%		0.29%	0.66%
Worker's Compensation	0.57%	9.08%	2.89%	2.16%	2.90%		6.51%	2.90%
Final Leave Payments	1.55%	1.04%	0.99%	2.28%			1.40%	
Allowances			1.18%	1.94%				
UAW Administration		0.34%					0.23%	
Longevity	1.97%	2.05%	0.94%	0.75%			2.27%	
Sick Leave Reimbursement	0.12%	0.08%	0.13%	0.20%			0.11%	
Education Reimbursement		0.05%	0.11%				0.04%	
Sick Leave								
Vacation Pay								
Vacation/Sick/Personal Leave							12.67%	
Holiday Pay								
Seasonal Paid Time Off								
Total Fringe Benefits Rates	**101.90%**	**143.51%**	**111.48%**	**113.52%**	**11.21%**	**40.26%**	**156.16%**	**11.21%**

BY THE COMMITTEE ON WAYS AND MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Lansing Police Department submitted a grant application to the Michigan Office of Highway Safety Planning for overtime funding Hazardous driving/Prevent roadside deaths/Nonmotorized safety/Distracted driving efforts as well as to provide reimbursement funding for 2-SPEEDALERT 24 RADAR/MESSAGE SIGNS; and

WHEREAS, Michigan traffic crash data from 2015-2019 identified a high number of people seriously injured or killed where 1) the traffic crash was coded as alcohol-involved and/or drug-involved, or 2) the occupants were in passenger vehicles and the crash was coded as no belts or child restraint not used/used improperly and 3) the crashes included at least one driver speeding; and

WHEREAS, the grant-funded overtime must focus on traffic stops for hazardous moving violations during times and on roadways experiencing fatal and serious injury traffic crash problems; and

WHEREAS, the expectation is zero tolerance for seat belt, child restraint, DUI violations, and any other hazardous moving violations during the grant-funded high-visibility enforcement efforts; and

WHEREAS, during the span October 1, 2024 to September 30, 2025, the grant has five enforcement periods; and

WHEREAS, the Lansing Police Department was informed on October 11, 2024, that it has been selected to receive funding in the amount of $330,779.52-award letter dated October 18, 2024; and

WHEREAS, the funding covers roughly 900 hours of overtime and overtime related fringes as well as 2 speed alert 24 radar/message signs; and

WHEREAS, there is no local match requirement for the grant.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the Office of Highway Safety Planning grant in the amount of $330,779.52 for the program period (October 1, 2024 through September 30, 2025); and

BE IT FINALLY RESOLVED, that the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the awarded funds.

CITY OF LANSING
INTERNAL AUDITOR
124 W MICHIGAN AVE FL 10
LANSING MI 48933-1605
(517) 483-4159

MEMO: Grant Acceptance - 3866 Priority Health NFC Fitness Court

Date: November 21, 2024

To: Ways & Means Committee

From: Charles H Randall, Internal Auditor

Overview

The Priority Health and National Fitness Campaign Grant is a one-time grant from Priority Health (nonprofit health benefits company) and National Fitness Campaign (wellness consulting firm) to the City of Lansing for the Parks and Recreation Department to make fitness free and accessible in public spaces.

Notification of approval was received on October 23, 2024 for the grant period of COL Fiscal Year 2024.

The grant is $50,000.00 of private funds to be used for equipment at an outdoor gym at Davis Park. The grant requires $120,000 of matching funds from the city, plus additional concrete and installation costs.

Comments / Questions

None

Recommendation

Internal Audit recommends acceptance of the grant and any necessary associated budget adjustments.

LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: November 18, 2024

GRANT NAME: Priority Health and National Fitness Campaign Grant

DEPARTMENT: Parks and Recreation

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Brett Kaschinske, Director, 483-4042

APPLICATION DATE 10/18/24 AWARD DATE: 10/23/24

GRANT CYCLE: ___2024________ Check One: ___Annual _X__One-Time

FUND AMOUNT: ___$50,000___ (Breakdown below should total this amount)

GOODS & SERVICES	$0.00
PERSONNEL	$0.00
CONSTRUCTION	$50,000
LAND	$0.00
OTHER (Training)	$0.00

CITY MATCH (IF APPLICABLE): $$120,000

GRANT PAYS FOR: equipment, construction and concrete pad

FUND ALLOCATIONS (Please describe the purpose of the grant and allowable uses):

The City of Lansing received a grant to install a National Fitness Court (exercise court) at Davis Park

BY THE COMMITTEE ON WAYS AND MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the City of Lansing Parks and Recreation Department will receive a Priority Health and National Fitness Campaign Grant for an outdoor gym at Davis Park; and

WHEREAS, the Priority Health and National Fitness Campaign Grant was the result of a competitive proposal process, and a proposal was submitted by the Department of Parks and Recreation with approval notification received on October 23, 2024 and will be paid in 2024; and

WHEREAS, the Priority Health and National Fitness Campaign Grant is part of a national movement to make world class fitness free and accessible in public spaces; and

WHEREAS, Priority Health and National Fitness Campaign awarded $50,000.00 to the City of Lansing Department of Parks and Recreation; and

WHEREAS, the award of $50,000.00 does require a $120,000.00 city match plus additional cost for the concrete pad and installation of the equipment. The $120,000.00 city match and additional concrete and installation costs are available through the Park Millage Account.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the Priority Health and National Fitness Campaign Grant in the total amount of $50,000.00 for the grant for the City of Lansing Parks and Recreation Department.

BE IT FINALLY RESOLVED, the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds.

CITY OF LANSING
INTERNAL AUDITOR
124 W MICHIGAN AVE FL 10
LANSING MI 48933-1605
(517) 483-4159

MEMO: Grant Acceptance - 3878 2023 SAFER

Date: November 21, 2024

To: Ways & Means Committee

From: Charles H Randall, Internal Auditor

Overview

The Fiscal Year (FY) 2023 Staffing for Adequate Fire and Emergency Response (SAFER) Grant is from the Department of Homeland Security to the City of Lansing for the Fire Department to staff firefighters. Notification of application approval was received on September 6, 2024 for the grant period of March 2, 2025 to March 1, 2028 (COL Fiscal Years of 2025 – 2028). The grant total does not require any matching funds. The grand funds are restricted to direct costs approved in the budget per position and limited by "year" as follows:

Cost Type	First Year	Second Year	Third Year	Total
Personnel	$892,066.50	$1,021,683.00	$1,167,445.50	$3,081,195.00
Fringe Benefits	$366,470.55	$420,946.65	$489,554.70	$1,276,971.90
Total	$1,258,537.05	$1,442,629.65	$1,657,000.20	$4,358,166.90

Comments / Questions

None

Recommendation

Internal Audit recommends acceptance of the grant and any necessary associated budget adjustments.

LANSING CITY COUNCIL

FY25 GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

PREFERRED REFERRAL DATE:	- 11/18/2024
GRANT NAME:	- EMW-2023-FF-00486 Staffing for Adequate Fire and Emergency Response (SAFER)
GRANT AGENCY:	- US Dept of Homeland Security
ASSISTANCE LISTING (CDFA):	- 90.083
DEPARTMENT:	- Fire Department
CONTACT NAME:	- Kenneth Lay
CONTACT PHONE:	- 517-599-1220
GRANT PERIOD START:	- 3/2/2025
GRANT PERIOD END:	- 3/1/2028
APPLICATION DATE:	- 2023
AWARD DATE:	- 9/3/2024
TOTAL AMOUNT:	- $4,358,166.90

ADMINISTRATIVE COST RECOVERY AMOUNT: - $0

SUMMARY OF GRANT PURPOSE AND ALLOWABLE USES:

Funds will be used for tree planting and maintenance, community engagement,
work force development and educational pathways, holistic management of existing canopy,
and demonstration of the use of urban wood waste in a nail-laminated timber project in Lansing.

PROJECTED ACCOUNT CODE DETAIL (OBJECT MINIMUM):

Account	Description	Amount
702000	Salaries	$3,081,195.00
715400	Fringe	$1,276,971.90
		$4,358,166.90

MATCHING FUNDS ACCOUNT CODE DETAIL (IF APPLICABLE):

Account	Description	Amount
N/A		

Award Letter

U.S. Department of Homeland Security
Washington, D.C. 20472

Effective date: 09/03/2024

Kenneth Lay
LANSING, CITY OF
124 W MICHIGAN AVE FLOOR 8
LANSING, MI 48933

EMW-2023-FF-00486

Dear Kenneth Lay,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year (FY) 2023 Staffing for Adequate Fire and Emergency Response (FF) Grant funding opportunity has been approved in the amount of $4,358,166.90 in Federal funding.

FEMA has waived, in part or in full, one or more requirements for this grant award. See the Summary Award Memo for additional information about Economic Hardship Waivers.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- 2023 FF Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

PAMELA WILLIAMS
Assistant Administrator, Grant Programs

Summary Award Memo

Program: Fiscal Year 2023 Staffing for Adequate Fire and Emergency Response

Recipient: LANSING, CITY OF
UEI-EFT: VARBEGGYV751
DUNS number: 069835882
Award number: EMW-2023-FF-00486

Summary description of award

The purpose of the SAFER Grant Program is to provide funding directly to fire departments and volunteer firefighter interest organizations to assist in increasing the number of firefighters to help communities meet industry minimum standards and attain 24-hour staffing to provide adequate protection from fire and fire-related hazards, and to fulfill traditional missions of fire departments. After careful consideration, FEMA has determined that the recipient's project or projects submitted as part of the recipient's application and detailed in the project narrative as well as the request details section of the application — including budget information — was consistent with the SAFER Grant Program's purpose and was worthy of award.

Except as otherwise approved as noted in this award, the information you provided in your application for Fiscal Year (FY) 2023 Staffing for Adequate Fire and Emergency Response (SAFER) Grant funding is incorporated into the terms and conditions of this award. This includes any documents submitted as part of the application.

Approved Economic Hardship Waivers

Position cost limit waiver

FEMA has waived the position cost limit requirement for this grant award. Costs are limited to the approved budget per position.

Cost share waiver

FEMA has waived the cost share requirement for this grant award. You are not required to contribute non-Federal funds for this grant award. The recipient is responsible for any costs that exceed the Federal funding provided for this grant award.

Minimum budget waiver

FEMA has waived the minimum budget requirement for this award.

Non-supplanting waiver

FEMA has waived the non-supplanting requirement for this award. SAFER grant funds may be used to replace funds that would be available from State or local sources or from the Bureau of Indian Affairs.

Amount awarded

The amount of the award is detailed in the attached Obligating Document for Award. The cost share amounts described in this award letter are based on the approved total project cost; however, the

Federal funding available is limited based on the applicable position cost limit and the applicable cost share as applied to actual costs.

The following are the total approved budgeted estimates for object classes for all funded firefighter positions for this award (including Federal share plus your cost share, if applicable, as applied to the estimated costs):

Object Class	First Year	Second Year	Third Year	Total
Personnel	$892,066.50	$1,021,683.00	$1,167,445.50	$3,081,195.00
Fringe benefits	$366,470.55	$420,946.65	$489,554.70	$1,276,971.90
Travel	$0.00	$0.00	$0.00	$0.00
Equipment	$0.00	$0.00	$0.00	$0.00
Supplies	$0.00	$0.00	$0.00	$0.00
Contractual	$0.00	$0.00	$0.00	$0.00
Construction	$0.00	$0.00	$0.00	$0.00
Other	$0.00	$0.00	$0.00	$0.00
Indirect charges	$0.00	$0.00	$0.00	$0.00
Federal	$1,258,537.05	$1,442,629.65	$1,657,000.20	$4,358,166.90
Non-federal	$0.00	$0.00	$0.00	$0.00
Total	$1,258,537.05	$1,442,629.65	$1,657,000.20	$4,358,166.90

Program Income	$0.00

Approved scope of work

After review of your application, FEMA has approved the below scope of work. Justifications are provided for any differences between the scope of work in the original application and the approved scope of work under this award. You must submit scope or budget revision requests for FEMA's prior approval, via an amendment request, as appropriate per 2 C.F.R. § 200.308 and the FY2023 FF NOFO.

Approved request details:

Hiring of Firefighters

New, Additional Firefighter(s)

BENEFITS FUNDED

Pension - $5,410.80. Health Care - $11,500.00. Vision - $137.02. Life Insurance - $325.00. FICA - $784.46. Food Allowance - $1197.71. Uniform Allowance - $250. Holiday Bonus - $4,827.10.

NUMBER OF FIREFIGHTERS

15

	ANNUAL SALARY PRICE	ANNUAL BENEFITS	TOTAL PER FIREFIGHTER
Year 1	$59,471.10	$24,431.37	$83,902.47
Year 2	$68,112.20	$28,063.11	$96,175.31
Year 3	$77,829.70	$32,636.98	$110,466.68
3 Year Total	$4,358,166.90		

Agreement Articles

Program: Fiscal Year 2023 Staffing for Adequate Fire and Emergency Response
Recipient: LANSING, CITY OF
UEI-EFT: VARBEGGYV751
DUNS number: 069835882
Award number: EMW-2023-FF-00486

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Article 1	**Assurances, Administrative Requirements, Cost Principles, Representations, and Certifications** I. Recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances – Non- Construction Programs, or OMB Standard Form 424D Assurances – Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances as instructed by the federal awarding agency.
Article 2	**General Acknowledgements and Assurances** Recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in effect as of the federal award date and located at 2 C.F.R. Part 200 and adopted by DHS at 2 C.F.R. § 3002.10. All recipients and subrecipients must acknowledge and agree to provide DHS access to records, accounts, documents, information, facilities, and staff pursuant to 2 C.F.R. § 200.337. I. Recipients must cooperate with any DHS compliance reviews or compliance investigations. II. Recipients must give DHS access to examine and copy records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities and personnel. III. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports. IV. Recipients must comply with all other special reporting, data collection, and evaluation requirements required by law, federal regulation, Notice of Funding Opportunity, federal award specific terms and conditions, and/or federal awarding agency program guidance. V. Recipients must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receiving the Notice of Award for the first award under which this term applies. Recipients of multiple federal awards from DHS should only submit one completed tool for their organization, not per federal award. After the initial submission, recipients are required to complete the tool once every two (2) years if they have an active federal award, not every time a federal award is made. Recipients must submit the completed tool, including supporting materials, to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in these DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at https://www.dhs.gov/publication/dhs- civil-rights-evaluation-tool. DHS Civil Rights Evaluation Tool | Homeland Security. The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension to the 30-day deadline if the recipient identifies steps and a timeline for completing the tool. Recipients must request extensions by emailing the request to CivilRightsEvaluation@hq.dhs.gov prior to expiration of the 30-day deadline.
Article 3	**Acknowledgement of Federal Funding from DHS** Recipients must acknowledge their use of federal award funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal award funds.

Article 4	**Activities Conducted Abroad** Recipients must coordinate with appropriate government authorities when performing project activities outside the United States obtain all appropriate licenses, permits, or approvals.
Article 5	**Age Discrimination Act of 1975** Recipients must comply with the requirements of the Age Discrimination Act of 1975, Pub. L. No. 94-135 (codified as amended at 42 U.S.C. § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.
Article 6	**Americans with Disabilities Act of 1990** Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. No. 101-336 (1990) (codified as amended at 42 U.S.C. §§ 12101– 12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.
Article 7	**Best Practices for Collection and Use of Personally Identifiable Information** Recipients who collect personally identifiable information (PII) as part of carrying out the scope of work under a federal award are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines PII as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.
Article 8	**Civil Rights Act of 1964 – Title VI** Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964, Pub. L. No. 88-352 (codified as amended at 42 U.S.C. § 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21. Recipients of an award from the Federal Emergency Management Agency (FEMA) must also comply with FEMA's implementing regulations at 44 C.F.R. Part 7.

Article 9	**Civil Rights Act of 1968** Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. No. 90-284 (codified as amended at 42 U.S.C. § 3601 et seq.) which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection. therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex, as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units— i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)
Article 10	**Copyright** Recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 to any work first produced under federal awards and also include an acknowledgement that the work was produced under a federal award (including the federal award number and federal awarding agency). As detailed in 2 C.F.R. § 200.315, a federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work for federal purposes and to authorize others to do so.
Article 11	**Debarment and Suspension** Recipients must comply with the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689 set forth at 2 C.F.R. Part 180 as implemented by DHS at 2 C.F.R. Part 3000. These regulations prohibit recipients from entering into covered transactions (such as subawards and contracts) with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.
Article 12	**Drug-Free Workplace Regulations** Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government- wide implementation (2 C.F.R. Part 182) of the Drug-Free Workplace Act of 1988 (41 U.S.C. §§ 8101-8106).
Article 13	**Duplicative Costs** Recipients are prohibited from charging any cost to this federal award that will be included as a cost or used to meet cost sharing or matching requirements of any other federal award in either the current or a prior budget period. (See 2 C.F.R. § 200.403(f)). However, recipients may shift costs that are allowable under two or more federal awards where otherwise permitted by federal statutes, regulations, or the federal financial assistance award terms and conditions.

Article 14	**Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX** Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. No. 92-318 (codified as amended at 20 U.S.C. § 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17. Recipients of an award from the Federal Emergency Management Agency (FEMA) must also comply with FEMA's implementing regulations at 44 C.F.R. Part 19.
Article 15	**E.O. 14074 – Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety** Recipient State, Tribal, local, or territorial law enforcement agencies must comply with the requirements of section 12(c) of E.O. 14074. Recipient State, Tribal, local, or territorial law enforcement agencies are also encouraged to adopt and enforce policies consistent with E.O. 14074 to support safe and effective policing.
Article 16	**Energy Policy and Conservation Act** Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. No. 94-163 (1975) (codified as amended at 42 U.S.C. § 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.
Article 17	**False Claims Act and Program Fraud Civil Remedies** Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. §§ 3729- 3733, which prohibit the submission of false or fraudulent claims for payment to the Federal Government. (See 31 U.S.C. §§ 3801-3812, which details the administrative remedies for false claims and statements made.)
Article 18	**Federal Debt Status** All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)
Article 19	**Federal Leadership on Reducing Text Messaging while Driving** Recipients are encouraged to adopt and enforce policies that ban text messaging while driving recipient-owned, recipient-rented, or privately owned vehicles when on official government business or when performing any work for or on behalf of the Federal Government. Recipients are also encouraged to conduct the initiatives of the type described in Section 3(a) of E.O. 13513.

Article 20	**Fly America Act of 1974** Recipients must comply with Preference for U.S. Flag Air Carriers (a list of certified air carriers can be found at: Certificated Air Carriers List | US Department of Transportation, https://www.transportation.gov/policy/aviation-policy/certificated-air-carriers-list)for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. § 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.
Article 21	**Hotel and Motel Fire Safety Act of 1990** Recipients must ensure that all conference, meeting, convention, or training space funded entirely or in part by federal award funds complies with the fire prevention and control guidelines of Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225a.
Article 22	**John S. McCain National Defense Authorization Act of Fiscal Year 2019** Recipients, subrecipients, and their contractors and subcontractors are subject to the prohibitions described in section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232 (2018) and 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. The statute – as it applies to DHS recipients, subrecipients, and their contractors and subcontractors – prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons.
Article 23	**Limited English Proficiency (Civil Rights Act of 1964, Title VI)** Recipients must comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: https://www.dhs.gov/guidance-published-help- department-supported-organizations-provide-meaningful-access-people-limited and additional resources on http://www.lep.gov.
Article 24	**Lobbying Prohibitions** Recipients must comply with 31 U.S.C. § 1352 and 6 C.F.R. Part 9, which provide that none of the funds provided under a federal award may be expended by the recipient to pay any person to influence, or attempt 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 any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification. Per 6 C.F.R. Part 9, recipients must file a lobbying certification form as described in Appendix A to 6 C.F.R. Part 9 or available on Grants.gov as the Grants.gov Lobbying Form and file a lobbying disclosure form as described in Appendix B to 6 C.F.R. Part 9 or available on Grants.gov as the Disclosure of Lobbying Activities (SF-LLL).

Article 25	**National Environmental Policy Act** Recipients must comply with the requirements of the National Environmental Policy Act of 1969, Pub. L. No. 91-190 (1970) (codified as amended at 42 U.S.C. § 4321 et seq.) (NEPA) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.
Article 26	**Nondiscrimination in Matters Pertaining to Faith-Based Organizations** It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statues, regulations, and guidance governing the participations of faith- based organizations in individual DHS programs.
Article 27	**Non-Supplanting Requirement** Recipients of federal awards under programs that prohibit supplanting by law must ensure that federal funds supplement but do not supplant non-federal funds that, in the absence of such federal funds, would otherwise have been made available for the same purpose.
Article 28	**Notice of Funding Opportunity Requirements** All the instructions, guidance, limitations, scope of work, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this federal award are incorporated by reference. All recipients must comply with any such requirements set forth in the NOFO. If a condition of the NOFO is inconsistent with these terms and conditions and any such terms of the Award, the condition in the NOFO shall be invalid to the extent of the inconsistency. The remainder of that condition and all other conditions set forth in the NOFO shall remain in effect.
Article 29	**Patents and Intellectual Property Rights** Recipients are subject to the Bayh-Dole Act, 35 U.S.C. § 200 et seq. and applicable regulations governing inventions and patents, including the regulations issued by the Department of Commerce at 37 C.F.R. Part 401 (Rights to Inventions Made by Nonprofit Organizations and Small Business Firms under Government Awards, Contracts, and Cooperative Agreements) and the standard patent rights clause set forth at 37 C.F.R. § 401.14.

Article 30	**Procurement of Recovered Materials** States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. No. 89-272 (1965) (codified as amended by the Resource Conservation and Recovery Act at 42 U.S.C. § 6962) and 2 C.F.R. § 200.323. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.
Article 31	**Rehabilitation Act of 1973** Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. No. 93-112 (codified as amended at 29 U.S.C. § 794), which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
Article 32	**Reporting of Matters Related to Recipient Integrity and Performance** If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds $10,000,000 for any period of time during the period of performance of the federal award, then the recipient must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated by reference.
Article 33	**Reporting Subawards and Executive Compensation** For federal awards that equal or exceed $30,000, recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation set forth at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated by reference.

Article 34 **Required Use of American Iron, Steel, Manufactured Products, and Construction Materials**

Recipients of an award of Federal financial assistance from a program for infrastructure are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless: (1) all iron and steel used in the project are produced in the United States—this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States; (2) all manufactured products used in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and (3) all construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States. The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project. Waivers When necessary, recipients may apply for, and the agency may grant, a waiver from these requirements. The agency should notify the recipient for information on the process for requesting a waiver from these requirements. (a) When the Federal agency has determined that one of the following exceptions applies, the awarding official may waive the application of the domestic content procurement preference in any case in which the agency determines that: (1) applying the domestic content procurement preference would be inconsistent with the public interest; (2) the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or (3) the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent. A request to waive the application of the domestic content procurement preference must be in writing. The agency will provide instructions on the format, contents, and supporting materials required for any waiver request. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the Made in America Office. There may be instances where an award qualifies, in whole or in part, for an existing waiver described at “Buy America” Preference in FEMA Financial Assistance Programs for Infrastructure | FEMA.gov. Definitions The definitions applicable to this term are set forth at 2 C.F.R. § 184.3, the full text of which is incorporated by reference.

Article 35	**SAFECOM** Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications. The SAFECOM Guidance is updated annually and can be found at Funding and Sustainment | CISA.
Article 36	**Terrorist Financing** Recipients must comply with E.O. 13224 and applicable statutory prohibitions on transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible for ensuring compliance with the E.O. and laws.
Article 37	**Trafficking Victims Protection Act of 2000 (TVPA)** Recipients must comply with the requirements of the government-wide financial assistance award term which implements Trafficking Victims Protection Act of 2000, Pub. L. No. 106-386, § 106 (codified as amended at 22 U.S.C. § 7104). The award term is located at 2 C.F.R. § 175.15, the full text of which is incorporated by reference.
Article 38	**Universal Identifier and System of Award Management** Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated reference.
Article 39	**USA PATRIOT Act of 2001** Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c.
Article 40	**Use of DHS Seal, Logo and Flags** Recipients must obtain written permission from DHS prior to using the DHS seals, logos, crests, or reproductions of flags, or likenesses of DHS agency officials. This includes use of DHS component (e.g., FEMA, CISA, etc.) seals, logos, crests, or reproductions of flags, or likenesses of component officials.
Article 41	**Whistleblower Protection Act** Recipients must comply with the statutory requirements for whistleblower protections at 10 U.S.C § 470141 U.S.C. § 4712.

Article 42	**Environmental Planning and Historic Preservation (EHP) Review** DHS/FEMA funded activities that may require an Environmental Planning and Historic Preservation (EHP) review are subject to the FEMA EHP review process. This review does not address all federal, state, and local requirements. Acceptance of federal funding requires the recipient to comply with all federal, state and local laws. DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/FEMA grant funds, through its EHP review process, as mandated by: the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and any other applicable laws and executive orders. General guidance for FEMA's EHP process is available on the DHS/FEMA Website at: https://www.fema.gov/grants/guidance-tools/environmental-historic. Specific applicant guidance on how to submit information for EHP review depends on the individual grant program and applicants should contact their grant Program Officer to be put into contact with EHP staff responsible for assisting their specific grant program. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, DHS/FEMA may not be able to fund the project due to noncompliance with EHP laws, executive orders, regulations, and policies. If ground disturbing activities occur during construction, applicant will monitor ground disturbance, and if any potential archaeological resources are discovered the applicant will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA.
Article 43	**Applicability of DHS Standard Terms and Conditions to Tribes** The DHS Standard Terms and Conditions are a restatement of general requirements imposed upon recipients and flow down to sub-recipients as a matter of law, regulation, or executive order. If the requirement does not apply to Indian tribes or there is a federal law or regulation exempting its application to Indian tribes, then the acceptance by Tribes of, or acquiescence to, DHS Standard Terms and Conditions does not change or alter its inapplicability to an Indian tribe. The execution of grant documents is not intended to change, alter, amend, or impose additional liability or responsibility upon the Tribe where it does not already exist.
Article 44	**Acceptance of Post Award Changes** In the event FEMA determines that an error in the award package has been made, or if an administrative change must be made to the award package, recipients will be notified of the change in writing. Once the notification has been made, any subsequent requests for funds will indicate recipient acceptance of the changes to the award. Please call FEMA Grant Management Operations at (866) 927-5646 or via e-mail to: ASK-GMD@fema.dhs.gov if you have any questions.
Article 45	**Disposition of Equipment Acquired Under the Federal Award** For purposes of original or replacement equipment acquired under this award by a non-state recipient or non-state sub-recipients, when that equipment is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, you must request instructions from FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. section 200.313. State recipients and state sub-recipients must follow the disposition requirements in accordance with state laws and procedures.

Article 46	**Prior Approval for Modification of Approved Budget** Before making any change to the FEMA approved budget for this award, you must request prior written approval from FEMA where required by 2 C.F.R. section 200.308. For purposes of non-construction projects, FEMA is utilizing its discretion to impose an additional restriction under 2 C.F.R. section 200.308(f) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the federal share is greater than the simplified acquisition threshold (currently $250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget FEMA last approved. For purposes of awards that support both construction and non-construction work, FEMA is utilizing its discretion under 2 C.F.R. section 200.308(h)(5) to require the recipient to obtain prior written approval from FEMA before making any fund or budget transfers between the two types of work. You must report any deviations from your FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.
Article 47	**Indirect Cost Rate** 2 C.F.R. section 200.211(b)(15) requires the terms of the award to include the indirect cost rate for the federal award. If applicable, the indirect cost rate for this award is stated in the budget documents or other materials approved by FEMA and included in the award file.
Article 48	**Award Performance Goals** FEMA will measure the recipient's performance of the grant by comparing the firefighter hiring activities of new, additional firefighters, rehire laid off firefighters, or retain firefighters facing layoff OR recruitment and retention activities of volunteer firefighters who are involved with or trained in the operations of firefighting and emergency response as requested in its application. In order to measure performance, FEMA may request information throughout the period of performance. In its final performance report submitted at closeout, the recipient is required to report on the recipients increased compliance with the National standards described in the NOFO.

Obligating document

1. Agreement No.	**2. Amendment No.**	**3. Recipient No.**	**4. Type of Action**	**5. Control No.**
EMW-2023-FF-00486	N/A	386004628	AWARD	WX03511N2024T

6. Recipient Name and Address	**7. Issuing FEMA Office and Address**	**8. Payment Office and Address**
LANSING, CITY OF 124 W MICHIGAN AVE FL 8 LANSING, MI 48933	Grant Programs Directorate 500 C Street, S.W. Washington DC, 20528-7000 1-866-927-5646	FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20742

9. Name of Recipient Project Officer Kenneth Lay	**9a. Phone No.** 5175991220	**10. Name of FEMA Project Coordinator** Staffing for Adequate Fire and Emergency Response (SAFER) Grant Program	**10a. Phone No.** 1-866-274-0960

11. Effective Date of This Action 09/03/2024	**12. Method of Payment** OTHER - FEMA GO	**13. Assistance Arrangement** COST SHARING	**14. Performance Period** 03/02/2025 to 03/01/2028 **Budget Period** 03/02/2025 to 03/01/2028

15. Description of Action a. (Indicate funding data for awards or financial changes)

Program Name Abbreviation	**Assistance Listings No.**	**Accounting Data(ACCS Code)**	**Prior Total Award**	**Amount Awarded This Action + or (-)**	**Current Total Award**	**Cumulative Non-Federal Commitment**
FF	97.083	2024-F3-GF01 - P410-xxxx-4101-D	$0.00	$4,358,166.90	$4,358,166.90	$0.00
		Totals	$0.00	$4,358,166.90	$4,358,166.90	$0.00

b. To describe changes other than funding data or financial changes, attach schedule and check here:
N/A

~~**16.FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address)**~~
This field is not applicable for digitally signed grant agreements

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)	**DATE**
18. FEMA SIGNATORY OFFICIAL (Name and Title) **PAMELA WILLIAMS, Assistant Administrator, Grant Programs**	**DATE** **09/03/2024**

BY THE COMMITTEE ON WAYS AND MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the City of Lansing applied for the 2023 Staffing for Adequate Fire and Emergency Response (SAFER) grant for hiring of additional firefighters; and

WHEREAS, on September 6, 2024, the City of Lansing received notification from the Department of Homeland Security that the City has received the SAFER grant; and

WHEREAS, the purpose of the SAFER grant program is to provide funding directly to fire departments to assist in increasing the number of firefighters to help communities meet industry minimum standards and attain 24-hour staffing to provide adequate protection from fire and fire-related hazards, and to fulfill traditional missions of fire departments; and,

WHEREAS, FEMA has waived the position cost limit, cost share requirement, minimum budget requirement, and non-supplanting requirements of the award, and has provided additional time to consider and accept the grant award; and,

WHEREAS, the grant as authorized covers the salary and additional fringe expenses of 15 firefighters for the performance period of March 2, 2025 to March 1, 2028; and,

WHEREAS, The City of Lansing was awarded $4,358,166.90 to cover the cost of the employees over the period of performance only.

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council approves acceptance of the 2023 SAFER grant.

BE IT FINALLY RESOLVED, the Administration is authorized to receive the funds, create the necessary accounts, and make necessary transfers for administration in accordance with the requirements of the grantor.

CITY OF LANSING
INTERNAL AUDITOR
124 W MICHIGAN AVE FL 10
LANSING MI 48933-1605
(517) 483-4159

MEMO: Grant Acceptance - 3870 Firearms Prohibition Enforcement Project Grant

Date: December 5, 2024

To: Ways & Means Committee

From: Charles H Randall, Internal Auditor

Overview

The Grant is from the Michigan Department of Health and Human Services, Division of Victim Services to the City of Lansing for the 54-A District Count to fund a Firearms Prohibition Enforcement Pilot Project. The grant is in the contracting phase and is not currently available for review. The following details are expected in the contract, per the 54-A District Court.

The notification of application approval was received on October 25, 2024. The grant will reoccur annually and is without matching fund requirements.

The total annual amount is $500,000 while the current resolution is for $127,555 to fund one (1) full-time position and associated costs. This grant was not included in the council approved 2024-2025 city budget.

Comments / Questions

None

Recommendation

Internal Audit recommends acceptance of the grant and any necessary associated budget adjustments.

LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: November 19, 2024

GRANT NAME: Firearms Relinquish Project

DEPARTMENT: 54-A District Court

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Judge Cynthia Ward. Cynthia.ward@lansingmi.gov

APPLICATION DATE AWARD DATE (S): October 25, 2024

GRANT CYCLE: __ ________ Check One: _X__Annual _ One-Time

FUND AMOUNT: _$127,555____________ (Breakdown below should total this amount)

GOODS & SERVICES	$90,200
PERSONNEL	$37,355
CONSTRUCTION	$0
LAND	$0
OTHER (Training)	

CITY MATCH (IF APPLICABLE): NA

GRANT PAYS FOR: Personnel and equipment costs including parking and travel costs.

FUND ALLOCATIONS (Please describe the purpose of the grant and allowable uses): To enforce firearm prohibition of perpetrators of domestic violence, sexual assault and stalking cases for safety of victims and the community.

54-A District Court (Lansing, MI) Proposal
to
Michigan Department of Health and Human Services
Division of Victim Services
for
Enforcing Firearms Prohibitions for Perpetrators of Domestic Violence, Sexual Assault, and Stalking
(Firearms Prohibition Enforcement Project)

Background: Nearly without exception, judges of the 54-A District Court will impose a firearm prohibition as a condition of pretrial release for any defendant charged with Domestic Violence, Sexual Assault or Stalking. Currently, there appears not to be a uniform or effective way to enforce this prohibition. At least one judge asks defendants to confirm that they no longer possess firearms during pretrial hearings for domestic violence 2nd offense defendants. Admittedly, even with the follow-up, there has been little efforts by the Court to confirm the veracity of defendants' confirmations or firearm relinquishment. We know from subsequent arrests that defendants will still possess firearms when they have been ordered not to or are otherwise ineligible to possess firearms.

Purpose: To create a pilot project for enforcing statutory and court-ordered firearms prohibitions for perpetrators of domestic violence, sexual assault, and stalking in Lansing, Michigan. The project would allow state policymakers to determine whether it is desirable and feasible to have one uniform firearms prohibition enforcement process in place across the state, or whether each jurisdiction should work to develop a protocol that works for their community. Finally, the project will provide the State with data about funding needed to implement a uniform statewide or local firearms prohibition enforcement process.

Program Description: There are various state and federal prohibitions on the purchase, receipt or possession of firearms by perpetrators of domestic violence, sexual assault, and stalking. In some situations, firearms possession is restricted by statute. In other circumstances, where firearms possession is not prohibited by law, judges have the discretion to include such restrictions in the terms of certain court orders - including personal protection orders (PPOs), conditional pretrial release orders, and probation orders.

However, neither type of firearm prohibition is self-implementing. When an individual has been determined by law or court order to be ineligible to have firearms, an effective process by which dispossession can occur and be verified is needed. The Firearms Prohibition Enforcement Project will allow participating jurisdictions to strengthen enforcement of firearms prohibitions for [accused] perpetrators of domestic violence, sexual assault, and stalking, by developing a protocol for the safe, voluntary relinquishment and storage of firearms, adopting meaningful standards for proof of compliance, and authorizing law enforcement to recover unrelinquished firearms absent timely compliance.

54-A District Court (City of Lansing)

Proposed Budget:

Line-Item DESCRIPTION	Hours Spent per Week on Program	Salary/Hourly Rate	MDHHS Contract Budget Request
Salaries: (List Position Titles & # hours spent per week on this program)			
Project Coordinator	40	$34.31/ hr	70,000
Fringe Benefits (Identify Each)			30,355
Project Coordinator (Social Security and Medicare at 7.65% of salary)			
Family Plan Health Insurance for one position-PHP			
Occupancy (Describe Costs)			
Communication (Describe Costs)			1,500
Data Plan for wireless one device at $35.99 per month, plus related fees and Iphone purchase			
Supplies (Describe Costs)			3,500
IT equipment (laptop, monitor, docking station); general office supplies,			
Equipment (Describe Costs)			
Unknown at this time- reserved for budget amendment			
Transportation - (Describe Costs) (@ or below State rates)			1,000
Mileage @ .67			
Subcontractors (List Contractors, Service & Cost)			
Unknown at this time- reserved for budget amendment			
Parking (City of Lansing employer provided)			1,200
Miscellaneous total (List each cost item and cost)			20,000
Travel costs for Coordinator and judge to visit mentor sites in other jurisdictions who have firearm relinquishment projects			
Total:			**$127,555**

Respectfully submitted,

Hon. Cynthia M. Ward
54-A District Judge
October 25, 2024

BY THE COMMITTEE ON WAYS AND MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, The 54-A District Court of Lansing proposes to accept a proposal from the Michigan Department of Health and Human Service Division of Victim Services for a Firearms Prohibition Enforcement Project. 54-A District Court will serve as judiciary on the project while working in conjunction with the Lansing Police Department and the Inghan County Prosecutor's Office. Although the grant could amount to several thousands of dollars, the Court is asking to accept the initial amount of $127,555 to start the program; and

WHEREAS; the pilot program would enforce statuary and court-ordered firearms prohibitions for perpetrators of domestic violence, sexual assault and stalking in Lansing, Michigan; and

WHEREAS, this funding could eventually amount to $500.000; and

WHEREAS, the award for $127,555 does not require a local match.

NOW, THEREFORE, BE IT RESOLVED, The Lansing City Council approves acceptance of the funding in the total amount of $127,555 for the pilot project.

BE IT FINALLY RESOLVED, court administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds.

City of Lansing

OFFICE OF THE CITY ATTORNEY

TO: Ways and Means Committee

FROM: F. Joseph Abood, Chief Deputy City Attorney

DATE: November 19, 2024

RE: WC Settlement 2062876-01759-001, Privileged and Confidential

[redacted]

CompOne Administrators, Inc. has evaluated this claim for settlement. We have negotiated a settlement of $101,134.30 to release all past, present, and future claims against the City of Lansing.

The Mayor, the Law Department and the Department of Human Resources support the recommendation for settlement and the Department of Human Resources advises that funds are available in the Workers Compensation Claims account. We are requesting your approval of the redemption of this case.

Please contact this office as soon as possible with any concerns you may have regarding the redemption of this claim.

cc: Elizabeth O'Leary, Human Resources Director
Kathy Woodman, Health & Wellness Administrator

Fifth Floor, City Hall • Lansing, Michigan 48933 • (517) 483-4320 • Fax (517) 483-4081 • cityatty@lansingmi.gov

BY THE COMMITTEE ON WAYS AND MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the City of Lansing is named as defendant in a workers' compensation action, WC2062876-01759-001, involving alleged work related injuries/illnesses; and

WHEREAS, it is proposed that the action be resolved by virtue of entering into a settlement agreement, in which, the City of Lansing would agree to pay Plaintiff the sum of one hundred and one thousand one hundred and thirty-four dollars and thirty cents ($101,134.30) in exchange for a complete redemption and release of the City from any past, present, and future liability regarding any alleged injuries/illnesses whatsoever; and

WHEREAS, the proposed settlement is recommended by the Mayor, the Human Resources Department, the City of Lansing's Fund Administrator, and the City Attorney.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby approve payment of one hundred and one thousand one hundred and thirty-four dollars and thirty cents ($101,134.30) pursuant to said proposed settlement agreement as a full and final settlement of said action.

BE IT FINALLY RESOLVED that the Law Department is authorized to prepare and execute the requisite documents to complete settlement of the aforementioned lawsuit.

5. H. - RESOLUTION

Grant Acceptance; Workers Compensation Settlement WC20628676-01759-001

Pending Document from Internal Auditor
Please continue to watch for updates