

APPLICATION FOR FEDERAL ASSISTANCE	2. DATE SUBMITTED	Applicant Identifier
1. TYPE OF SUBMISSION	3. DATE RECEIVED BY STATE	State Application Identifier
Application Non-Construction	4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier
5. APPLICANT INFORMATION		
Legal Name	Organizational Unit	
City of Ann Arbor	Police Department	
Address	Name and telephone number of the person to be contacted on matters involving this application	
100 N. Fifth Avenue Ann Arbor, Michigan 48104-5522	Bazick, Gregory (734) 794-6000	
6. EMPLOYER IDENTIFICATION NUMBER (EIN)	7. TYPE OF APPLICANT	
38-6004534	Municipal	
8. TYPE OF APPLICATION	9. NAME OF FEDERAL AGENCY	
New	Bureau of Justice Assistance	
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE	11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT	
NUMBER: 16.738 CFDA EDWARD BYRNE MEMORIAL JUSTICE TITLE: ASSISTANCE GRANT PROGRAM	Continued Implementation of Leadership Curriculum and Training for Command Officers; Promotional Testing and Development of Future Command Officer	
12. AREAS AFFECTED BY PROJECT		
City of Ann Arbor		
13. PROPOSED PROJECT	14. CONGRESSIONAL DISTRICTS OF	
Start Date: July 01, 2010 End Date: June 30, 2013	a. Applicant b. Project MI15	
15. ESTIMATED FUNDING	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?	
Federal	\$36,539	This preapplication/application was made available to the state executive order 12372 process for review on 06/01/2010
Applicant	\$7,461	
State	\$0	
Local	\$0	
Other	\$0	
Program Income	\$0	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?
TOTAL	\$44,000	

N

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS REQUIRED.

Abstract

Name: Ann Arbor Police Department

Project Title: Continued Implementation of Leadership Curriculum and Training for Command Officers; Promotional Testing and Development of Future Command Officer

Goals/Strategies:

The Ann Arbor Police Department has gone through a major restructuring with the reduction of staff through attrition. A Justice Assistance Grant was awarded to the department in 2009 for the purpose of creating a leadership curriculum and then training all Command Officers in those common areas. The 2009 JAG award number is 2009-DJ-BX-0138.

The 2009 award allowed the department to develop a Leadership Curriculum and design a training program for all sworn Command Officers. Both the curriculum and training plan were developed with the guidance and assistance of consultants that have many years of experience teaching leadership skills and training teams. One consultant group has been training law enforcement personnel for over 30 years.

Funding for this training program and the promotional testing process was not specifically approved in this fiscal year's or next year's fiscal budget. The Department plans to use this JAG award to finish implementing the training topics of the curriculum. Once all current Command Officers have received the training the remaining funding will be utilized for succession planning through skills development and promotional testing for up and coming Command Officers. This curriculum and training is the framework for a Continuous Quality Improvement Program for Department leaders.

The specific methodology will include continuation of monthly "all Command" training sessions and meetings as needed. Limited overtime for backfill of assignments is necessary to allow personnel to attend this training or meetings while ensuring adequate operations coverage. This too would be covered by the funds awarded. Finally, due to anticipated retirements within the next eighteen to twenty four months, promotional testing will be necessary to begin succession planning. Those deemed eligible for promotion based on the outcome of the process will begin to be trained in the established leadership curriculum.

Review Narrative

This JAG application was made available for review to the City Council June 1, 2010 and to the Public on June 3, 2010.

A notice was published in the Washtenaw County Legal News on Thursday, June 3, 2010, informing the public of the application and that it may be reviewed at the City Clerk's Office beginning June 3, 2010 and ending on June 21, 2010.

The City Council is scheduled to formally vote on acceptance of the application at their June 21, 2010 Council meeting after the public has had an opportunity to comment.

BUDGET NARRATIVE

Program Title: Continued Implementation of Leadership Curriculum and Training for Command Officers; Promotional Testing and Development of Future Command Officers

Description	Duration	Cost
All Command-Customer Service Training	8 Hours	\$ 3,500
Back-fill or staffing overtime	8 Hours	\$ 500
All Command-Coaching Training	8 Hours	\$ 3,500
Back-fill or staffing overtime	8 Hours	\$ 500
All Command-Trust & Team Building Training	8 Hours	\$ 3,500
Back-fill or staffing overtime	8 Hours	\$ 500
All Command-Data Driven Policing Training	8 Hours	\$ 3,500
Back-fill or staffing overtime	8 Hours	\$ 500
Promotional Testing-Development and Implementation	2-3 Days	\$ 20,000
Promotable Candidates (Highly qualified pool) Leadership Development Curriculum Course #1	8 Hours	\$ 3,500
Back-fill or staffing overtime	8 Hours	\$ 500
Promotable Candidates (Highly qualified pool) Leadership Development Curriculum Course #2	8 Hours	\$ 3,500
Back-fill or staffing overtime	8 Hours	\$ 500
TOTAL		\$ 44,000
JAG Award		\$ 36,539
Balance from Police General Fund		\$ 7,461

Program Narrative

The Ann Arbor Police Department has gone through a major restructuring with the reduction of staff through attrition. A Justice Assistance Grant was awarded to the department in 2009 for the purpose of creating a leadership curriculum and then training all Command Officers in those common areas. The 2009 JAG award number is 2009-DJ-BX-0138.

The 2009 award allowed the department to develop a Leadership Curriculum and design a training program for all sworn Command Officers. Both the curriculum and training plan were developed with the guidance and assistance of consultants that have many years of experience teaching leadership skills and training teams. One consultant group has been training law enforcement personnel for over 30 years.

Funding for this training program and the promotional testing process was not specifically approved in this fiscal year's or next year's fiscal budget. The Department plans to use this JAG award to finish implementing the training topics of the curriculum. Once all current Command Officers have received the training the remaining funding will be utilized for succession planning through skills development and promotional testing for up and coming Command Officers. This curriculum and training is the framework for a Continuous Quality Improvement Program for Department leaders.

The specific methodology will include continuation of monthly "all Command" training sessions and meetings as needed. Limited overtime for backfill of assignments is necessary to allow personnel to attend this training or meetings while ensuring adequate operations coverage. This too would be covered by the funds awarded. Finally, due to anticipated retirements within the next eighteen to twenty four months, promotional testing will be necessary to begin succession planning. Those deemed eligible for promotion based on the outcome of the process will begin to be trained in the established leadership curriculum.

NOTE: You must click on the "Accept" button at the bottom of the page before closing this window



OMB APPROVAL NUMBER
1121-0140

EXPIRES 12/31/2012

STANDARD ASSURANCES

The Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F.R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 C.F.R. § 175.15 (b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 7 94); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity:
 - a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - b. it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

Accept

NOTE: You must click on the "Accept" button at the bottom of the page before closing this window h1>U.S.

DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE CHIEF FINANCIAL OFFICER

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

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Acceptance of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 2 CFR Part 2867, "DOJ Implementation of OMB Guidance of Nonprocurement Debarment and Suspension," and 28 CFR Part 83, "Government-wide Debarment and Suspension," and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

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

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

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

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

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

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

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

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

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.

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

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

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

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

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

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

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

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

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

Accept