



U.S. Department of Justice

Office of Community Oriented Policing Services (COPS)

*Office of the Director
1100 Vermont Ave., NW
Washington, DC 20530*

LF102908-05

September 4, 2008

Chief Steve Allender
Rapid City Police Department
300 Kansas City Street
Suite 200
Rapid City, SD 57701

Re: UHP Grant #2008UMWX0015
ORI#: SD05101

Dear Chief Allender:

Congratulations! On behalf of the Department of Justice, I am pleased to inform you that the COPS Office has approved your agency's request for funding under the COPS Universal Hiring Program (UHP). Enclosed in this packet is your grant award. **The award document must be signed and returned to the COPS Office within 90 days to officially accept your grant.** On the reverse side of the grant award is a list of conditions that apply to your grant. You should read and familiarize yourself with these conditions. This package also contains other important information to assist with the implementation of your grant, including your Grant Owner's Manual.

The official start date of your grant is 9/1/2008. Therefore, you can be reimbursed for approved expenditures after this date. Please carefully review your financial clearance memorandum to determine your approved budget, as some of your requested items may not have been approved by the COPS Office during the budget review process, and grant funds may only be used for approved items. Please be aware that any vendor or contractor who participated in drafting your grant application may not receive federal funding for any procurement under this award.

Within a few weeks, you will receive a PAPRS package from the Office of the Comptroller, Office of Justice Programs. This important package will contain forms and instructions necessary to begin drawing down funds for your grant.

Once again, congratulations on your UHP award. If you have any questions about your grant award, please do not hesitate to call your Grant Program Specialist through the COPS Office Response Center at 1.800.421.6770.

Sincerely,

A handwritten signature in black ink that reads "Carl R. Peed".

Carl R. Peed
Director



U. S. Department of Justice
Community Oriented Policing Services

Grants Administration Division (GAD)
Universal Hiring Program (UHP)

1100 Vermont Avenue, NW
Washington, DC 20530

Memorandum

To: Chief Steve Allender
Rapid City Police Department

From: Andrew A. Dorr, Assistant Director for Grants Administration
Brittany Baldwin, Grant Program Specialist
Budget Prepared By: Brittany Baldwin, Grant Program Specialist

Re: Universal Hiring Program Financial Clearance Memo
A financial analysis of budgeted costs has been completed. Costs under this award appear reasonable, allowable, and consistent with existing guidelines. Exceptions / Adjustments are noted below.

OJP Vendor #: 466000380

ORI #: SD05101

Grant #: 2008UMWX0015

Total Officers Funded: 2

Full-Time Officer Costs:	Salary and Fringe Benefits:	\$ 147,681
	Federal Share:	\$ 75,000
	Applicant Share:	\$ 72,681

<u>Budget Category</u>	<u>Proposed Budget</u>	<u>Approved Budget</u>	<u>Adjustments</u>	<u>Disallowed/Adjusted - Reasons/Comments</u>
Personnel	\$219,274.00	\$219,274.00	\$0.00	
Fringe Benefits	\$76,088.00	\$76,088.00	\$0.00	
Direct Costs	\$295,362.00	\$295,362.00	\$0.00	
Grand Total	\$295,362.00	\$295,362.00	\$0.00	

Grand Total:	Federal Share:	\$ 150,000.00
	Applicant Share:	\$ 145,362.00



U. S. Department of Justice
Community Oriented Policing Services
Grants Administration Division (GAD)
UHP

Treasury Account Symbol (TAS) 15X0406

Grant #: 2008UMWX0015
 ORI #: SD05101

Applicant Organization's Legal Name: Rapid City Police Department
 OJP Vendor #: 466000380

Law Enforcement Executive: Chief Steve Allender
 Address: 300 Kansas City Street
 Suite 200
 City, State, Zip Code: Rapid City, SD 57701
 Telephone: (605) 394-4133
 Fax: (605) 394-6854

Government Executive: Mayor Alan Hanks
 Address: 300 Sixth Street
 City, State, Zip Code: Rapid City, SD 57701
 Telephone: (605) 394-4110
 Fax: (605) 394-6793

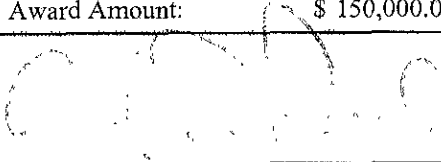
Award Start Date: 9/1/2008

Award End Date: 8/31/2011

Full Time Officers Funded: 2

Part Time Officers Funded: 0

Award Amount: \$ 150,000.00



SEP 4 2008

Carl R. Peed, Director

Date



Signature of Law Enforcement Official with the Authority to Accept this Grant Award

Steve Allender, Chief
 Typed Name and Title of Law Enforcement Official

10-15-08
 Date

Signature of Government Official with the Authority to Accept this Grant Award

Alan Hanks, Mayor
 Typed Name and Title of Government Official

Date

False statements or claims made in connection with COPS grants may result in fines, imprisonment, debarment from participating in federal grants or contracts, and/or any remedy available by law to the Federal Government.

Award ID: 87041

U. S. Department of Justice
Office of Community Oriented Policing Services
Universal Hiring Program Grant Terms and Conditions

By signing the Award Document to accept this Universal Hiring Program grant, your agency agrees to abide by the following grant conditions:

1. The grantee agrees to comply with the terms, conditions and regulations as found in the COPS Universal Hiring Program Grant Owner's Manual; the COPS statute (42 U.S.C. § 3796dd); 28 C.F.R. Part 66 (OMB Circular A-102) or 28 C.F.R. Part 70 (OMB Circular A-110) as applicable (governing administrative requirements for grants and cooperative agreements); 2 C.F.R. Part 225 (OMB Circular A-87), 2 C.F.R. 220 (OMB Circular A-21), 2 C.F.R. Part 230 (OMB Circular A-122) and 48 C.F.R. Part 31.000, et seq. (FAR 31.2) as applicable (governing cost principles); OMB Circular A-133 (governing audits), these award conditions; other representations made in the grant application for the Universal Hiring Program; and with all applicable program requirements, laws, orders, regulations, or circulars
 2. The grantee acknowledges its agreement to comply with the Assurances and Certifications forms that were submitted as part of its Universal Hiring Program application
 3. The funding under this project is for the payment of approved full-time entry-level salaries and fringe benefits over three years (for a total of 36 months of funding) for new or re-hired, additional, career law enforcement officer positions, hired on or after the award start date. The Financial Clearance Memorandum included in your award packet specifies the costs that your agency is allowed to fund with your UHP award. It will also describe any costs which have been disallowed after review of your proposed budget. Your agency may not use UHP funds for anything not identified as allowable in the Financial Clearance Memorandum.
 4. Grantees are required to contribute a local match of at least 25 percent towards the total cost of the approved grant project. The local match must be a cash match. The source of the match must be made from funds not previously budgeted for law enforcement purposes.
 5. UHP grant funds must be used to hire (on or after the award start date) one or more additional, new or re-hired, full-time career law enforcement officer positions, beyond the number of officer positions that would be hired or employed by the grantee with local funds in the absence of the grant. Unless authorized in writing by the COPS Office, grant funds may not be applied to the salary or benefits of an officer hired prior to your UHP award start date.
 6. At the time of application, your agency committed to retaining each additional UHP officer position awarded for at least one full local budget cycle following the conclusion of the thirty-six (36) month grant funding period for that position, over and above the number of state or locally-funded positions that would otherwise exist. You cannot satisfy the retention requirement by using UHP positions to fill vacancies from attrition.
 7. Your agency may request an extension of the grant award period to receive additional time to implement your grant program. Such extensions *do not* provide additional funding. Only those grantees that can provide a reasonable justification for delays will be granted no-cost extensions. Reasonable justifications may include delays in hiring COPS-funded positions, officer turnover, or other circumstances that interrupt the 36-month grant funding period. An extension allows your agency to compensate for such delays by providing additional time to complete the full 36 months of funding for each position awarded. Extension requests must be received prior to the end date of the award, as extension requests received after an award has expired will be approved only under very limited circumstances.
 8. Occasionally, a change in an agency's fiscal or law enforcement situation necessitates a change in its UHP award. For instance, a grantee may be awarded ten full-time positions, but due to fiscal constraints, must reduce its request to five full-time positions. Grant modifications under UHP are evaluated on a case-by-case basis. All modification requests must be approved, in writing, by the COPS Office prior to their implementation. In addition, please be aware that the COPS Office will not approve any modification request that results in an increase of federal funds.
- The COPS Office may conduct monitoring or sponsor national evaluations of the COPS Universal Hiring Program. The grantee agrees to cooperate with the monitors and evaluators.
- To assist the COPS Office in the monitoring of your award, your agency will be responsible for submitting periodic programmatic progress reports and quarterly financial reports.
11. The COPS Office performs various functions to ensure compliance with all grant requirements, to assess the implementation of community policing in awarded jurisdictions, and to provide technical assistance to grantees. Grant monitoring activities are routine during the grant period and may occur up to three years following the official closure of the grant award. These functions, and others, often require the production of grant-related documentation and other materials. As a COPS UHP grantee, you agree to cooperate with any such requests for information.
 12. Grantees that have 50 or more employees and a single award of \$500,000 or more must submit an acceptable Equal Employment Opportunity Plan (EEO) or EEO short form, if required to submit an EEO under 28 C.F.R. 42.302, that is approved by the Office of Justice Programs, Office of Civil Rights, within 60 days of notification of the award.
 13. The grantee agrees to complete and keep on file, as appropriate, a Bureau of Citizenship and Immigration Services Employment Eligibility Verification Form (I-9). This form is to be used by recipients of federal funds to verify that persons are eligible to work in the United States.
 14. Community policing activities to be initiated or enhanced by your agency were identified and approved in your UHP grant application, including those that will also support violent crime prevention efforts. Under the Universal Hiring Program, there must be an increase in the level of community policing activities that are being performed in your jurisdiction as a result of the grant.
 15. Grantees that provide law enforcement services to another jurisdiction through a contract must ensure that officers funded under this grant will not service the other jurisdiction, but will only be involved in activities or perform services that exclusively benefit the grantee's own jurisdiction.
 16. False statements or claims made in connection with COPS grants may result in fines, imprisonment, or debarment from participating in federal grants or contracts, and/or any other remedy available by law.