
COPS 2004 CONGRESSIONAL CONFERENCE CALLS KEY AVAILABLE RESOURCES – APRIL 2004

**OFFICE OF COMMUNITY ORIENTED POLICING SERVICES
U.S. DEPARTMENT OF JUSTICE**

UNIVERSAL HIRING PROGRAM

Overview

- The Universal Hiring Program is COPS's largest grant program. Since 1995, the COPS Office has invested over **\$4.5 billion** through UHP, which has resulted in the funding of over **61,000 officers** for America's streets and communities.
- Universal Hiring Program grants provide up to **\$75,000** towards the entry-level salary and benefits of each newly hired officer over a three-year grant term.
- All applicants must agree to plan for the retention of the awarded positions after federal funding expires.
- A minimum **25% local match** is required, and it must be a cash match from funds not previously budgeted for any law enforcement purpose.

FY '04 Status

- If a Universal Hiring Program application was submitted in FY 2002 and FY 2003, and COPS has not notified the agency the application was either accepted or rejected, then the application is "PENDING".
- We still have almost \$500 million in requests for UHP grants and we were appropriated \$55 million in FY 2004. Because of the number of high quality applications we have on hand, we will not be having an open solicitation this year.
- COPS anticipates making the final award announcement for UHP at the end of this fiscal year from the pending pool of UHP applications.

COPS IN SCHOOLS PROGRAM

- The COPS in Schools (CIS) program will assist law enforcement agencies seeking to hire new, additional career law enforcement officers as School Resource Officers (SROs) to engage in community policing in and around primary and secondary schools. CIS allows state, local and tribal law enforcement agencies to supplement their current sworn forces with additional SRO positions. It also allows interested jurisdictions to establish a new law enforcement agency.
- **The key goal of CIS** is to help law enforcement and the school community establish and bolster collaborative partnerships in developing a comprehensive safe school plan and reduce the fear of crime in primary and secondary schools.
- Since the program's creation in 1998, the COPS Office has invested over **\$715 million** that has resulted in the funding of more than **6,300 officers** to over **2,900 law enforcement agencies** nationwide.
- CIS has approximately **\$60 million** available this year.
- CIS provides a maximum federal contribution of **up to \$125,000** per entry-level officer salary and benefits over the three-year grant period, with any remaining costs to be paid with local funds.
- The COPS Office requires that the officer(s) deployed into the SRO position(s) spend a **minimum of 75%** of their time in and around primary and secondary schools working on youth-related activities. This 75% of time must be above and beyond the amount of time that the agency would have devoted in the absence of CIS funding. **[Pages 7 & 8 of the CIS Application Instructions explains this in detail.]**
- Any officers awarded to an agency must be above and beyond their current sworn force (i.e., non-supplanting).

Three Unique Aspects of the CIS Program

1. **Narrative Addendum (page 35 of the Application Forms)** - Agencies that seek funding under this program are required to submit a separate typed Narrative Addendum addressing each of the following four areas. For all areas listed below, please be sure to address each of the questions posed in the Narrative Addendum. *Please note that there are numerous questions to be addressed within each element.
 1. Problem Identification and Justification
 - This section deals with crime issues identified within targeted schools.
 2. Community Policing Strategies to be Used by the SRO
 - This section deals with duties the SRO would perform.
 3. Quality and Level of Commitment to the Program
 - This section deals with project duration, previous youth-related community policing successes, and description of the target schools.
 4. Link to Organizational Community Policing
 - This section deals with how the SRO's role will fit into the overall community policing plan of the agency.

2. **Memorandum of Understanding** (MOU) (**page 37** of the Application Forms) - To ensure collaboration between the law enforcement agency and the educational community, all applicants must submit a *Memorandum of Understanding* (MOU) for the CIS grant program. The MOU is an agreement between parties that defines the roles and responsibilities of the individuals and partners involved, including school officials, law enforcement and education departments, students and parents.
3. **Training Requirement** (**page 11** of the Application Forms) – All awarded agencies will be required to attend a COPS-sponsored regionally based training. Specifically, all officers that are deployed into the school(s) as a result of receiving the CIS grant, in addition to one School Administrator with general educational oversight from the partner school(s) and who works with the SRO program, will be required to attend. The costs associated with the training, travel, lodging and per diem for required participants will be covered by the COPS Office up to a maximum of \$1,200 per required participant. The associated costs for the training are over and above the amount awarded for the grant.

Additional Program Requirement to Note

- All grant applicants are required to submit the **Retention Plan Certification** (**page 19** of the Application Forms). This certification outlines your agency's commitment to plan to retain each newly hired, additional position funded by the COPS in Schools grant program with local (non-COPS) funds for at least one full local budget cycle following the conclusion of the 36-month grant term for each officer's position.

If I applied in 2002 or 2003 program, do I need to reapply?

- We have notified **2002** applicants they will need to reapply to be considered for this fiscal years remaining CIS announcement. We have already sent prior 2002 applicants new applications.
- All applications received last year for the CIS 2003 program are considered as "PENDING," unless the COPS Office has notified your agency it was either accepted or rejected.
- If your agency submitted an application last year, your agency **should not** re-apply for the CIS 2003 program, as pending applications will receive additional consideration for CIS 2003.

Deadline

The one and only postmarked deadline date is **Monday May 17th, 2004**

TIPS ON APPLYING FOR CIS GRANTS

- Two ways to get an application:
 1. Call the U.S. Department of Justice Response Center at 1-800-421-6770.
 2. Download the applications from COPS Online www.cops.usdoj.gov
- It is expected that COPS funding will be extremely competitive this year, so please be sure to:
 1. Complete and return your application by the deadline, and the earlier the better.
 2. Read all parts of the application and instructions carefully.
 3. Complete all application questions and forms as completely and accurately as possible. Applications without all requested information and the required original signatures will not be considered for funding.
 4. Refer to the “Application Instructions” included in the application packet to determine exactly which application forms you must complete and return.
 5. Be sure to include the MOU, Narrative Addendum, and Retention Plan Certification forms.
 6. Make sure that all signatures are originals by the designated Law Enforcement and Government Executive representatives. Stamps or signatures on behalf of the designee will not be accepted. Also, if you have an unusual title for one of your executives we encourage you to include an explanation in a cover letter.

TIPS ON APPLYING FOR ANY FEDERAL GRANT

DUNS Number

- The Federal Government requires that all applicants for Federal grants and cooperative agreements have DUNS Numbers.
- The Data Universal Numbering System (DUNS) number is a unique nine-digit identification number and is site specific.
- The numbers are provided free by Dun & Bradstreet (D&B) at 1-866-705-5711.
- Each district physical location of an entity (such as branches, division, and headquarters) may be assigned a DUNS number. In order to provide on-the-spot DUNS Number assignments, D&B does not control or limit who may request or receive a DUNS number.

Grants.gov

- It is a single location for all Federal grant program information allowing customers to go to one location to find grant opportunities, apply for grants and manage awarded grants.
- This is part of President Bush’s Management Agenda to simplify Federal financial assistance application and reporting requirements.
- DOJ is one of 11 Federal partners (HHS, DOD, Education, HUD, Transportation, Agriculture, Commerce, Labor, FEMA and NSF).

TRIBAL RESOURCES GRANT PROGRAM

- This fiscal year the COPS Office was appropriated almost \$25 million to strengthen law enforcement infrastructure in Indian Country.
- Any Federally Recognized Tribe with an established law enforcement agency, wishing to start a law enforcement agency, or a consortium of two or more tribes.
- These are the components to the grant program:
 - 1) Equipment and Training- The equipment and training component of the program is for a one-year grant period and funds 75% of the total project cost. Applicants can request funding for:
 - a) Background Investigations
 - b) Basic Training
 - c) Specialized Law Enforcement Training
 - d) Community Policing Training
 - e) Grant Management Training
 - f) Computer Training
 - g) Basic Issue Equipment (Uniforms & Uniform Accessories. . .)
 - h) Department-wide technology (such as CAD systems, RMS systems, mobile data laptops, etc.)
 - i) Law enforcement vehicles
- You can obtain a TRGP application by downloading it from the COPS web site or calling the COPS Response Center for a hard copy of the application kit.
- The postmarked **deadline** to apply for the Tribal Resources Grant Program is **May 28, 2004**

INTEROPERABILITY GRANT PROGRAM

- In 2004, COPS has been appropriated \$85 million to continue the Interoperable Communications Technology Program for rural and urban communities to support both voice and data communications.
- This funding is helping communities develop effective interoperable communications systems for public safety and emergency services.
- We do not yet have application details at this time. Those who are eligible to apply will be contacted in the coming weeks.

TRAINING

- **COPS Regional Community Policing Institutes:** The only national training network of 31 Regional Community Policing Institutes (RCPIs) to provide comprehensive and innovative community policing education, training and technical assistance throughout the nation. RCPIs develop innovative cutting edge curricula on emerging law enforcement issues to challenge and improve traditional training curricula. Topics include but are not limited to escalating school violence, cultural diversity, domestic violence, partnership building, domestic-preparedness, and terrorism. See: www.cops.usdoj.gov Training Tab.
- **COPS/FBI/BJA counterterrorism training initiative:** COPS and the FBI have developed a pilot program to co-teach BJA's State and Local Anti-Terrorism Training (SLATT) curriculum. Contact your local RCPI (www.cops.usdoj.gov Training Tab) or FBI field office (www.fbi.gov About Us Button) for more information.
- **Community Policing Consortium:** The Community Policing Consortium (CPC) is a partnership of five of the leading police organizations in the United States, representing the leadership of law enforcement: IACP, NOBLE, NSA, PERF, and the Police Foundation. This organization funded by the COPS Office specializes in executive-level training and community engagement. The CPC can be reached at (800) 833-3085 or www.communitypolicing.org.

COPS PUBLICATIONS

- **Problem Oriented Policing (POP) Guides:** A series of Problem Oriented Policing field guides for specific crime problems, such as drug dealing in apartment complexes, clandestine drug labs (meth), residential speeding, etc. These are very popular and state and local law enforcement have requested tens of thousands of copies. They are available through the COPS web-site or the COPS Response Center. Some of our newest guides include Check and Card Fraud, Stalking, Prescription Fraud, and a soon to be released guide on Identity Theft.
- **Problem Oriented Policing (POP) Institute web site:** Because problem solving is an essential element of community policing, we are proud to have provided funding to support the creation of the Center for Problem-Oriented Policing web site located at www.popcenter.org. This web site is helping law enforcement agencies diagnose their crime problem and develop an effective response using all kinds of helpful tools, publications and information about problem solving.
- **Tech Guide:** The Law Enforcement Tech Guide presents best practices in strategic IT planning and procurement, reveals pitfalls to avoid, provides guidance on dealing with technology vendors, and consolidates and expands upon various sources of relevant information currently available. It is a great tool if you are beginning a large-scale IT project in your agency.

COPS CONFERENCE

- **Dates:** June 21-23, 2004 in Washington, DC.
- **Conference tracks/topics include:**
 - Homeland Security: Community Policing Principles for Effective Results
 - Integrity: Building Trust and Shared Responsibility
 - Technology: Using It to Improve Effectiveness
 - School and Campus Policing
 - Problem-Solving Strategies: Successful Approaches
 - Partnership Development: Community Safety and Community Engagement
 - Contemporary Issues in Community Policing
- **Registration:** Registration is free and is available on-line through our web-site at www.cops.usdoj.gov.
- A preliminary program is also available on-line.