

**Roanoke Police Department &
Roanoke City Sheriff's Office**



ROANOKE

**Edward Byrne Memorial Justice
Assistance Grant (JAG) Program
FY 2016 Local Solicitation**

GRANT PROPOSAL

Program Narrative:

Statement of the Problem:

The Roanoke Police Department currently lacks a grant funding source to support its bicycle patrol program beyond September 30, 2018 and will be forced to eliminate the popular and successful program if another source of grant funding is not obtained. The Roanoke City Sheriff's Office currently lacks a grant funding support its surveillance system upgrade project.

The Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2016 Local Solicitation will give the Roanoke Police Department the financial resources it needs to continue to provide the community policing oriented supplementary bicycle patrol program through September 30, 2019 and will give the Roanoke City Sheriff's Office the financial resources it needs to install additional security cameras in the Roanoke City Jail.

The requested amount of **\$66,954** will pay for 900 hours of Roanoke Police Department bicycle patrol over the duration of the grant, provide replacement parts for existing police bicycles, as well as provide safety equipment and uniforms to officers engaged in bicycle patrol. The bicycle patrol is used to address a variety of community issues, disrupt criminal street gangs, and prevent a wide variety of criminal offenses. The Roanoke City Sheriff's Office will use the grant funding to support the acquisition additional cameras and camera technology support equipment in the Roanoke City Jail.

Capabilities and Competencies:

The Roanoke Police Department is nationally accredited through the Commission on Accreditation for Law Enforcement Agencies (CALEA) and is committed to the philosophy of community policing. The police department has utilized its grant funded bicycle patrol program to enhance the effectiveness of its community policing strategy. The Roanoke Police Department believes that bicycle patrol is a valuable tool for addressing a variety of public safety concerns and its bicycle program is widely viewed as a successful program by the residents of Roanoke who frequently request additional police bicycle patrol in their neighborhoods.

The Roanoke City Sheriff's Office is nationally accredited by the American Correctional Association (ACA) and the National Commission on Correctional Health Care (NCCHC) and is committed to being a model sheriff's office. To reach that goal it has embarked upon a physical security plan upgrade throughout the agency. As part of the next phase in the upgrade plan the Roanoke City Sheriff's Office will utilize this grant award to purchase additional surveillance cameras and support equipment. This equipment purchase will further enhance the safety, security and efficiency of the jail for employees and offenders.

The Roanoke City Sheriff's Office has the operational competency to implement its plan. The City of Roanoke already has a contract with camera vendors to provide this service. The Byrne Memorial Justice Assistance Grant (JAG) Program FY2016 will allow the implementation of the next phase and will not supplant existing funding sources.

The City of Roanoke, the Roanoke Police Department, and the Roanoke City Sheriff's Office are capable of administering this grant program and are the recipients of numerous federal and state grant program awards. The City of Roanoke has financial control systems in place that monitor and report on all grants. Financial controls are compliant with applicable laws and controls are instituted on all grant funding received by the City of Roanoke. The City of

Roanoke has established purchasing procedures with independent oversight and all departments have training in those procedures.

At an operational level the Roanoke Police Department has the competency to continue the bicycle patrol program for the indefinite future. The Roanoke Police Department currently has over sixty officers certified in the operation of police bicycles (including the Acting Chief of Police) and hosts annual training sessions for all surrounding jurisdictions in the utilization of police bicycles. The Roanoke Police Department regularly deploys its grant funded bicycle patrol program officers in neighborhoods suffering from chronic crime problems (public disorders, gangs, fights, narcotics, etc.), neighborhoods suffering from crime series (vehicle larcenies, burglaries, sex crimes, etc.), at-risk locations such as mall parking lots during the holiday shopping season (vehicle larcenies, shoplifting, robberies, etc.), and major high-profile events with a reasonable chance of disorder or terrorism (political rallies, sporting events, concerts, etc.)

Following the award of this grant, the Roanoke City Sheriff's Office will utilize an established contract with vendors to acquire the surveillances cameras and other related hardware and software in accordance with the City of Roanoke purchasing procedures. Once approved for purchase, the equipment will be ordered and installed by the contracted vendor where applicable. The Roanoke City Sheriff's Office will see an immediate benefit in terms of improved security for all employees and offenders at the Roanoke City Jail. The increased camera coverage will help to protect the sheriff's office from lawsuits and reinforce a culture of public accountability. The acquisition of these in cameras will significantly enhance officer safety and increase its overall security plan.

Design and Implementation:

Assignments for grant funded bicycle patrol are created on an as needed basis by the lieutenants assigned to geographic portions of the city and the assignments are targeted to respond to issues identified by geo-temporal crime analysis data as well as historical precedent. The bicycle patrol assignments themselves target specific crime patterns or criminal activities, provide extra staffing at major events, or provide additional patrols in neighborhoods that have a chronic problem with criminal activity.

The police bicycle program is staffed by off-duty officers who volunteer for the police bicycle patrol as an extra-duty assignment. The officers involved in the program are paid a standard police overtime rate commensurate with salary for their involvement in the program. Selection for grant funded bicycle patrol assignments is based upon an officer's track record of productivity and their demonstrated commitment to the department's community policing philosophy.

During the origination of the bicycle patrol program the funding for the supplementary bicycle patrol was provided by a combination of grant funding sources and budgeted police overtime. Since the inception of the program the majority of grant funding sources have been eliminated and the police overtime budget was reduced to minimum levels. During the past several years all funding for supplementary bicycle patrol operations has been provided by grants and the community has benefited greatly from this program.

Following the award of this grant, the Roanoke City Sheriff's Office will utilize contracts to purchase the necessary hardware and software for the surveillance camera project. This will include the installation and training of key personnel. Once approved for purchase, the equipment will be ordered and installed by the contracted vendors where applicable. The

Roanoke City Sheriff's Office will see an immediate benefit in terms of improved communications, security, and safety for employees and offenders.

Review and Comment:

The City of Roanoke made its Fiscal Year 2016 JAG application available to the City Council for its review and comment on *May 26th, 2016*. The City of Roanoke made its Fiscal Year 2016 JAG application available to citizens for comment prior to the application submission by internet when it was posted on the Roanoke Police Department's Facebook site, the Roanoke City Sheriff's Office's Facebook site, the City of Roanoke website, and copies were sent to community leaders.

Conclusion:

The goal of the Roanoke Police Department and Roanoke City Sheriff's Office is to use the Byrne Memorial Justice Assistance Grant (JAG) Program FY 2016 to improve the safety of officers and the general public. The police bicycle patrol program is a valuable, progressive and cost-effective tool that the Roanoke Police Department uses to respond to crime patterns, chronic crime issues and provide security at major public events. The proposed Roanoke City Sheriff's Office surveillance system enhancement will increase the safety of sheriff's office employees as well as the citizens of the City of Roanoke.

By supporting the Roanoke Police Department's bicycle patrol program and the Roanoke City Sheriff's Office proposed in camera system with the award of **\$60,486** the Office of Justice Programs and Bureau of Justice Assistance will enhance the safety of officers, improve surveillance in the Roanoke City Jail and simultaneously improve upon public accountability.

Without this grant funding source the Roanoke Police Department's bicycle patrol program will cease on September 30, 2018 or when current grant funding is depleted. This grant will enable the program to continue functioning until September 30, 2019. The goal of the Roanoke City Sheriff's Office is to use the Byrne Memorial Justice Assistance Grant (JAG) Program FY 2016 to increase officer safety, improve public accountability, and increase surveillance on offenders. The purchase of additional cameras and support equipment will enhance the safety of Roanoke Sheriff's Office employees as well as to the citizens of the City of Roanoke.

The Roanoke Police Department and Roanoke City Sheriff's Office therefore urge the Bureau of Justice Assistance to approve this grant application and award the funds needed to support the community policing oriented bicycle patrol program and the upgrades to its Jail physical security plan.

Budget Detail Worksheet:

A.	Personnel	
Name / Position	Computation	Cost
Overtime	900 hrs x \$30 per hour	\$27,000
	(\$30 is the average OT rate)	
SUBTOTAL		\$27,000.00

B.	Fringe Benefits	
Name / Position	Computation	Cost
FICA	\$27,000 x .0765	\$2,066
SUBTOTAL		\$2,066.00

C.	Travel			
Purpose of Travel	Location	Item	Computation	Cost
SUBTOTAL				\$0

D.	Equipment	
Item	Computation	Cost
Video Camera System for Roanoke City Jail	Partial Project Price. Additional funding sources will also be used to pay for this surveillance enhancement.	\$24,195.00
SUBTOTAL		\$24,195.00

E.	Supplies	
Supply Items	Computation	Cost
Assorted Bicycle Patrol Items required for	3 years x \$408.33 per year	\$1,225.00

maintenance of bicycles: Tires, brakes, lights, seats, chains, etc		
Assorted Helmets and Uniform Supplies	3 years x \$2,000.00 per year	\$6,000.00
SUBTOTAL		\$7,225.00

F.	Construction	
Purpose	Description of Work	Cost
SUBTOTAL		\$0.00

G.	Consultants / Contracts	Consultant Fees	
Name of Consultant	Service Provided	Computation	Cost
SUBTOTAL			\$0.00

Contracts	
Item	Cost
SUBTOTAL:	\$0
TOTAL:	\$0

H.	Other Costs	
Description	Computation	Cost
Total		\$0

I.	Indirect Costs	
Description	Computation	Cost
SUB TOTAL		\$0

Budget Summary:

Budget Category	Amount
A. Personnel	\$27,000.00
B. Fringe Benefits	\$2,066.00
C. Travel	\$0
D. Equipment	\$24,195.00
E. Supplies	\$7,225.00
F. Construction	\$0
G. Consultants/Contracts	\$0
H. Other	\$0
Total Direct Costs	\$0
I. Indirect Costs	\$0
TOTAL PROJECT COSTS	\$60,486.00
Federal Request	\$60,486.00
Non-Federal Amount	\$0

Budget Narrative:

Personnel: The Roanoke Police Department is seeking \$27,000.00 for police overtime at the variable overtime rate which averages approximately \$30.00 per hour. This amount will pay for approximately 900 hrs of police bicycle overtime. The Roanoke City Sheriff's Office is not seeking any funding for overtime.

Fringe Benefits: The Roanoke Police Department is seeking \$2,066.00 to pay for FICA on \$27,000.00 of police bicycle patrol overtime. The Roanoke City Sheriff's Office is not seeking any funding for FICA.

Travel: The Roanoke Police Department and Roanoke City Sheriff's Office are not seeking any funding for travel.

Equipment: The Roanoke City Sheriff's Office is seeking \$24,195 to install additional security cameras and support equipment in the Roanoke City Jail. The Roanoke Police Department is not seeking any funding for equipment.

Supplies: The Roanoke Police Department is seeking \$1,225.00 in grant funding to maintain the bicycles that are part of the police bicycle patrol program and \$6,000 to purchase uniforms and helmets for its bicycle officers. The funding will be used to purchase replacement bicycle parts (tires, chains, lights, spokes, etc.), repair equipment (tools, tire patches, etc.), and purchase uniforms (helmets, jackets, shirts, pants, etc.). The Roanoke City Sheriff's Office is not requesting any funds for supplies.

Construction: The Roanoke Police Department and Roanoke City Sheriff's Office are not seeking any funding for construction.

Consultants/Contracts: The Roanoke Police Department and Roanoke City Sheriff's Office are not seeking any funding for consultants/contracts.

Other Costs: The Roanoke Police Department and Roanoke City Sheriff's Office are not seeking any funding for other costs.