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CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DAVID W. ST. HILAIRE
DIRECTOR FINANCE

(203) 797-4652
FAX: (203) 796-1526

M E M O R A N D U M

DATE: 4/29/13
TO: HON. MARK D. BOUGHTON VIA THE CITY COUNCIL
FROM: DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *DWH*
RE: RESOLUTION-COPS HIRING GRANT-POLICE DEPARTMENT

Attached for your review is a resolution that will allow the City of Danbury Police Department to apply for and accept funding from the US Department of Justice, Office of Oriented Policing Services COPS Hiring Program (CHP).

This program is intended to create and preserve jobs and increase community policing capacity. The funding will cover 75 % of current entry-level salaries and benefits packages for the 36 month grant period for newly-hired full-time officers. The City will be responsible for 25% of these costs for the chosen 36-month period. Requirements for this funding include retention of all sworn officer positions awarded for a period of at least 12-months following the grant period.

If awarded, the City match will be met through operating budgets concurrent with the grant period.

The City's application will be available for review once completed. This request is necessary to allow the City to apply and submit all paperwork.

The City Council is respectfully requested to consider this resolution at its next meeting.

cc: Chief Baker
Lt. J. Browne

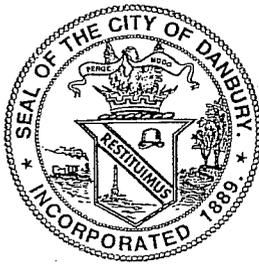
DST/sk

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RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A.D. 2013



RESOLVED BY THE CITY COUNCIL OF THE CITY OF DANBURY

WHEREAS, the US Department of Justice, Office of Community Oriented Policing Services has made available to the City of Danbury Police Department a grant opportunity under the COPS Hiring Program(CHP); and

WHEREAS, this funding is to be used to create and preserve jobs and increase community policing and crime prevention efforts; and

WHEREAS, this grant funding would provide 75% of current base salary and benefits for newly-hired officer positions over and above the number of positions that would have existed in the absence of this grant, for a grant period of 36 months; and

WHEREAS, if awarded, the City's 25% match would be met through budgets concurrent with the award period; and

WHEREAS, the City of Danbury is required to retain all sworn officer positions funded by this grant for a period of at least 12 months after the 36-month funding period expires.

NOW, THEREFORE, BE IT RESOLVED THAT Mark D. Boughton, Mayor of the City of Danbury, or Alan D. Baker, Chief of Police, as his designee, is hereby authorized to apply for and accept said funding and the Mayor is authorized to sign any contracts/documents in connections therewith to effectuate the purposes of said grant.



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CITY OF DANBURY
DANBURY, CONNECTICUT 06810

DEPARTMENT OF POLICE
375 MAIN STREET

ALAN D. BAKER, CHIEF
TERENCE M. SHANAHAN, DEPUTY CHIEF
(203) 797-4614

April 29, 2013

MEMORANDUM

To: Members of the City Council
Mayor Mark D. Boughton

From: Alan D. Baker, Chief of Police

Subject: **Request to Apply for Grant Funding**

The Danbury Police Department, in partnership with the Finance Department, seeks the permission of the Common Council to explore the financial feasibility and apply, if appropriate, for the U.S. Department of Justice's Community Orientated Policing Services CHP (COPS Hiring Program) Grant.

The COPS Hiring Program is a competitive grant program that provides funding directly to law enforcement agencies to create and preserve jobs and to increase our community policing capacity and crime prevention efforts. The CHP provides funding for 75% of the salary and benefits per officer hired for three years.

In addition, at the conclusion of this 36 month funding opportunity, the City must agree to retain all sworn officer positions awarded under the CHP grant. The retained CHP funded positions shall be added to the Department's operating budget for a period of 12 months following the conclusion of this funding period. These retained CHP positions must be over and above the number of locally funded sworn officer positions that would have existed in the absence of the CHP grant.

We would like to thank you in advance for your time and consideration with this matter.

Alan D. Baker
Chief of Police

ADB:mrl
Attach.

cc: David St. Hilaire – Finance ✓
Sue Kaminski – Finance
Lt. Browne



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CITY OF DANBURY
DANBURY, CONNECTICUT 06810

Alan D. Baker, Chief
Department of Police
375 Main Street

Lt. John M. Browne
Community Policing Unit
(203) 797-4577
j.browne@danbury-ct.gov

April 29, 2013

To: Alan Baker
Chief of Police
From: Lieutenant John M. Browne

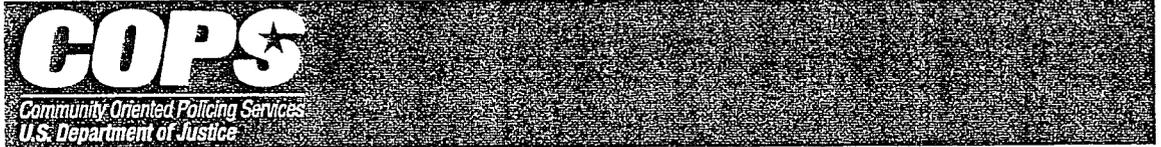
RE: **IMPACT STATEMENT**
2013 COPS Hiring Program

The 2013 COPS Hiring Program (CHP) is currently accepting applications for FY 2013. The program is designed to enhance public safety through community policing by addressing the full-time sworn officer needs of state and local agencies. The CHP will provide funding of 75% of salary and benefits per officer hired for three years. The municipality is required to retain the hired officer(s) for at least twelve months after the year period ends. At this time, the Danbury Police Department is only competing for this grant and it is unknown if we will receive an award.

Sincerely,



Lieutenant John M. Browne



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The U.S. Department of Justice, Office of Community Oriented Policing Services (COPS Office, www.cops.usdoj.gov) is pleased to announce that it is seeking applications for Fiscal Year (FY) 2013 COPS Hiring Program (CHP). This program furthers the department's mission of advancing public safety through community policing by addressing the department's goal of assisting state, local, and tribal efforts to prevent or reduce crime and violence.

COPS FY2013 Application Guide: COPS Hiring Program (CHP)

Eligibility

The FY2013 CHP grant program is an open solicitation. All local, state, and tribal law enforcement agencies that have primary law enforcement authority are eligible to apply.

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

Deadline

All completed applications must be submitted by May 22, 2013, at 7:59 PM, EDT.

Completing an application under the CHP grant program is a two-step process. Applicants are first required to register via www.grants.gov and complete an SF-424, submitting it through the Grants.gov website. The SF-424 is a government-wide standard application for federal assistance. Once the SF-424 has been submitted via www.grants.gov, the COPS Office will send an invitation e-mail to the applicant with instructions on completing the second part of the CHP application process through the COPS Office Online Application System (see "Registration" and "How to Apply"). If you have not renewed your COPS Office Account Access information, contact the COPS Office Response Center at AskCopsRC@usdoj.gov or 800.421.6770. *An application is not considered submitted until both of these steps are completed.*

Contact Information

For technical assistance with submitting the SF-424, call the Grants.gov Customer Service Hotline at 800.518.4726, send questions via e-mail to support@grants.gov or consult the Grants.gov Organization Registration User Guide at www07.grants.gov/assets/OrgRegUserGuide.pdf. For programmatic assistance with the requirements of this program or with submitting the application through the COPS Office Online Application System, please call the COPS Office Response Center at 800.421.6770 or send questions via e-mail to AskCopsRC@usdoj.gov.

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Community Oriented Policing Services
U.S. Department of Justice

Fact Sheet

www.cops.usdoj.gov

"We are pleased to partner with local law enforcement in their efforts to enhance public safety through community policing."

Richard A. Fournier, Acting Director
Office of Community Oriented Policing Services

2013 COPS Hiring Program

Strengthening Community Policing by Hiring Officers

The fiscal year (FY) 2013 COPS Hiring Program (CHP) is designed to advance public safety through community policing by addressing the full-time sworn officer needs of state, local, and tribal law enforcement agencies nationwide. CHP provides funds directly to law enforcement agencies to hire new and/or rehire career law enforcement officers, and to increase their community policing capacity and crime prevention efforts.

The FY2013 CHP grant program is an open solicitation. All local, state, and tribal law enforcement agencies that have primary law enforcement authority are eligible to apply. All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

Supporting Local Law Enforcement

More than 15 years after the Violent Crime Control and Law Enforcement Act of 1994 was signed into law, the COPS Office continues to support the efforts of law enforcement agencies across the country as they develop creative and innovative ways of dealing with long-standing community problems and public safety issues. To date, the COPS Office has funded the addition of more than 124,000 officers to more than 13,000 state, local, and tribal law enforcement agencies to advance community policing in small and large jurisdictions across the nation.

CHP is one of several hiring programs developed by the COPS Office since its inception to support law enforcement. This is particularly important as state, local, and tribal law enforcement agencies embrace the challenges of keeping communities safe and maintaining sufficient sworn personnel levels while enduring ever shrinking budgets.

Funding Provisions

FY2013 CHP grants will provide up to 75 percent of the approved entry-level salaries and fringe benefits of full-time officers for a 36-month grant period, with a minimum 25 percent local cash match requirement and a maximum federal share of \$125,000 per officer position. FY2013 CHP grants may be used on or after the official grant award start date to: (1) hire new officers (including filling existing officer vacancies that are no longer funded in an agency's budget); (2) rehire officers already laid off (at the time of application) as a result of state, local, or Bureau of Indian Affairs (BIA) budget reductions unrelated to the receipt of grant funding; or (3) rehire officers scheduled to be laid off (at the time of application) on a specific future date as a result of state, local, or BIA budget reductions unrelated to the receipt of grant funding. CHP applicants may request funding in one or more of the above-referenced hiring categories.

The COPS Office has capped the number of officers that an agency can request through the FY2013 CHP program. All agencies' requests will be capped at no more than 5 percent of their actual sworn force strength as reported on the date of application. Agencies with a service population of 1 million or above may apply for up to 25 officer positions; however, agencies with a service population less than 1 million may apply for up to 15 officer positions. The request of any agency with a sworn force strength less than or equal to 20 will be capped at one officer. CHP grant funding will be based on the current full-time entry-level salary and fringe benefits package of an officer in the department. Any additional costs for higher than entry-level salaries and fringe benefits will be the responsibility of the grantee agency.

Below are a variety of resources to better enable law enforcement agencies to recruit, hire, and retain officers. Additional resources to assist with the hiring of military veterans as law enforcement officers are also included.

- **COPS Video Cast – Hiring in the Spirit of Service** King County Sheriff Sue Rahr explains how her agency's involvement in the "Hiring in the Spirit of Service" program helped aid organizational transformation and drastically improved recruiting and retention. <http://cops.usdoj.gov/html/COPSMediaCenter/index.html>
- **Innovations in Police Recruitment and Hiring – Hiring in the Spirit of Service** discusses how agencies met their goals of hiring service-oriented recruits, and the challenges encountered as well as lessons learned. <http://ric-zai-inc.com/ric.php?page=detail&id=COPS-W0113>
- **Law Enforcement Recruitment Toolkit** Developed by the International Association of Chiefs of Police (IACP), this toolkit is composed of four reports, each focusing on a different area of recruitment. This toolkit is one step among many in addressing the recruitment needs of the field. The issues of police recruitment, selection, and retention are critical to the advancement of community policing and the policing profession in general. <http://ric-zai-inc.com/ric.php?page=detail&id=COPS-P171>
- **Discover Policing** This website offers first-hand descriptions of law enforcement work and provides opportunities for potential recruits and agencies to connect. www.discoverpolicing.org
- **Police Recruitment and Retention for the New Millennium** summarizes for police practitioners lessons on recruiting and retaining diverse, effective workforces. It provides a means for local officials to identify what has been tried elsewhere and what might be applicable in their own communities. <http://ric-zai-inc.com/ric.php?page=detail&id=COPS-P199>