

Columbus Consolidated Government
GRANT APPLICATION APPROVAL & CHECKLIST

All grants from all departments must be approved by City Council via resolution before the application can be submitted. This form must be approved by Finance before resolution can be placed on Council agenda. Please complete items 1 through 9 and keep a copy of this form for use in subsequent progress tracking.

Your Name: Dr. Karen A. Anderson **Ext:** _____ **Dept/Division:** Sheriff's Office

Official Name of Grant: BJA FY24 Body-Worn Camera Policy and Implementation Program to Support Law Enforcement Agencies

Grantor (issuer) Office of Justice Programs - Bureau of Justice Administration **Application Deadline:** July 24, 2024

Grant purpose To request for funding for purchasing body-worn cameras for the MCSO

1. The dates of this grant are from October 1, 2024 to September 30, 2027.

2. Total amount of award anticipated (including any local match): \$400,000

3. There is no local match requirement for this grant.

The dollar amount of the required match is \$ 400,000, which represents 50 % of the grant, of which:

\$ _____ represents the amount of cash match, and/or
\$ 400,000 represents the amount of in-kind match.

NOTE: If there is a match, it MUST be indicated in the Agenda Report and Resolution.

4. The grant manager/finance manager/or other designated contact person for this grant is:

Dr. Karen A. Anderson

The above person will be responsible for preparing the grant application, being aware of all requirements and conditions of the grant, preparing the grant reimbursement requests, preparing any other reports required by the grant, and submitting copies of all required documentation to the Grant Compliance Accountant, unless otherwise indicated below:

5. KA The person(s) responsible for purchases and financial reporting for this grant is(are) aware of and will abide by all applicable Columbus Consolidated Government policies and procedures, including but not limited to the Grants Management Policy and Employment Process Policy. *(Please Initial)*

6. KA The budget for this grant (including revenue source, local match (if required), and expenditures per the grant) will be submitted ASAP to the Grant Compliance Accountant. *(Please Initial)*

7. Copies of the following will be submitted to the Grant Compliance Accountant:

<input checked="" type="checkbox"/> Grant Application	<input checked="" type="checkbox"/> All drawdown requests
<input checked="" type="checkbox"/> Grant Award Notification	<input checked="" type="checkbox"/> Budget amendment requests
<input checked="" type="checkbox"/> Grant Contract	<input checked="" type="checkbox"/> Grant correspondence
<input checked="" type="checkbox"/> Approved Resolution	<input checked="" type="checkbox"/> Grant Closeout
<input checked="" type="checkbox"/> All required financial reports	

NOTE: The Agenda Report and Resolution must both include wording to state that, if the grant is accepted and approved, the applicable Grant Fund will be modified by the amount of revenues and expenditures of the grant.

8. Will any personnel be paid out of this grant? Yes No
If Yes, you MUST complete the personnel information section on Page Three.

9. 1 Copies of the grant solicitation/announcement and application are attached to this request. If application is online, please attach printable versions or screen shots.

Submitted: Karen Anderson, PhD Date: 7/15/2024
Grant Administrator

Approved: Gregory Countryman Date: 07/17/2024
Agency/Supervising Official

Reviewed: _____ Date: _____
Grant Compliance Accountant

Approved: _____ Date: _____
Finance Director

Subsequent tracking:

Date:

7/16/2024 Resolution/Agenda Report created for Council Agenda and submitted to Grant Compliance Accountant for review.

X Action Summary Sheet completed with Resolution/Agenda Report attached

_____ Date of Council Session for which Resolution/Agenda Report is submitted

_____ Approved by Council

_____ Application completed and submitted

_____ Application awarded not awarded

_____ If awarded, grant budget request completed and submitted to Financial Planning

_____ Copies of Council resolution, grant solicitation, grant application, grant award notification, and unsigned grant contract submitted to Grant Compliance Accountant for obtaining signatures as needed.

_____ Grant contract signed by signing authority and returned for submission.

_____ Communication with Grant Compliance Accountant regarding financial report submission, drawdown procedures and notifications, other grant requirements and reporting.

MCSO

Name	Status	Initials	Date	Comments
Joe McCrea	Not Started			
Curtis Lockette				
Gregory Countryman		<i>HC</i>	<i>07/17/24</i>	



Action Summary Sheet

Suspense Date: 07/15/2024
Responsible Department: Sheriff
Responsible Officials: Douglas King, Joe McCrea
Date Completed:

Subject: BJA FY24 Body-Worn Camera Policy and Implementation Program to Support Law Enforcement Agencies application
Summary:

Approval is requested for submission and acceptance, if awarded of a grant from the U.S. Department of Justice - Bureau of Justice Assistance for funds to purchase body-worn cameras for the Sheriff's Office.

Action Required: Authorize the application and acceptance, if awarded, of a grant from the U.S. Department of Justice, and amend the Multi-governmental Fund by the amount awarded.

Department Profiles: City Manager's Office, Finance / Grants, City Attorney's Office, MCSO

Alcohol Permitt

For Council

General (department to department)

City Manager's Office

Name	Status	Initials	Date	Comments
Valeseia Goodwin	Not Started			
Pamela Hodge				
Teasha Hollis				
Syfrenia Frazier				
Marci Norris				

Finance / Grants

Name	Status	Initials	Date	Comments
Douglas King	Not Started			
Angelica Alexander				
De'quan Martin				

City Attorney's Office

Name	Status	Initials	Date	Comments
Clifton Fay	Not Started			
Lucy Sheftall				