

**WISCONSIN DEPARTMENT OF JUSTICE**  
**Sheboygan Police Department Beat Patrol Grant 2025**  
**Grant Summary Sheet**

Grantee or Unit of Government: **City of Sheboygan**

Project Name: **Sheboygan Police Department Beat Patrol Grant 2025**

Address: **Sheboygan Police Department, 1315 N. 23rd Street, Sheboygan, Wisconsin, 53081-3180**

Project Director: **Joel Kuszynski**

Phone number: **920-459-4268**

Signing Official: **Mayor Ryan Sorenson, City of Sheboygan, 828 Center Avenue, Sheboygan, Wisconsin 53081-4442**

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Amount of State Award:     **\$121,434**

Amount of Match:           **\$40,478**

Amount of Total Award:    **\$161,912**

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**SUMMARY OF GRANT:**

Funds will be used by the Sheboygan Police Department to support two full time sworn police officers' salaries and fringe benefits to conduct increased beat patrol activities in targeted areas of the City of Sheboygan. The officers will engage in outreach activities to build relationships, form partnerships, and identify and solve problems within neighborhoods that have historically had high violent crime rates. The officers will collaboratively identify problems with residents and other stakeholders, establishing shared ownership of the problems with both the officers and residents. By working in a collaborative manner, they will develop solutions that are specific to the neighborhood and lead to both the police and citizens accepting accountability for the problem-solving efforts. By concentrating on specifically identified neighborhoods, officers will be able to identify people and properties that cause recurring problems and more quickly implement plans and activities that abate their impact on the neighborhood, decrease the incidence of violent crime, and increase social cohesion and collective efficacy within the neighborhood.

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Name of Program Manager: **Brittney Felton**

Phone number: **(608) 218-0610**

Name of Grants Specialist: **Deb Hughes**

Phone number: **(608) 284-0432**



STATE OF WISCONSIN  
DEPARTMENT OF JUSTICE

Josh Kaul  
Attorney General

Room 114 East, State Capitol  
PO Box 7857  
Madison WI 53707-7857  
(608) 266-1221  
TTY 1-800-947-3529

November 15, 2024

Captain Joel Kuszynski  
Sheboygan Police Department  
1315 N. 23rd Street  
Sheboygan, WI 53081-3180

Re: Sheboygan Police Department Beat Patrol Grant 2025  
Wisconsin Department of Justice Grant Number: 2025-BP-01-19383


Dear Captain Kuszynski:

The Wisconsin Department of Justice, Division of Law Enforcement Services has approved a grant award to the City of Sheboygan in the amount of \$161,912 which includes your agency's required matching funds. Funding is provided by the State of Wisconsin to employ additional uniformed law enforcement officers whose primary duty is beat patrol. This grant supports the City of Sheboygan's Sheboygan Police Department Beat Patrol Grant 2025 Program.

To accept this award, please have the authorized official sign the *Signatory Page* in addition to initialing the bottom right corner of Attachment A. The project director should sign the acknowledgement notice. Please return the signed award document to the Wisconsin Department of Justice within 30 days. Please maintain a copy for your records. Funds cannot be released until all signed documents are received.

As project director, you will be responsible for all reporting requirements outlined in the grant award and ensuring that funds are administered according to the approved application materials and certifications. Please refer to the enclosed FAQ sheet for contact information and grant guidelines. We look forward to a collaborative working relationship with you.

Sincerely,

  
Joshua L. Kaul  
Attorney General

JLK:DH  
Enclosures



STATE OF WISCONSIN  
DEPARTMENT OF JUSTICE

Josh Kaul  
Attorney General

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**BEAT PATROL GRANT PROGRAM**  
**Sheboygan Police Department Beat Patrol Grant 2025**  
**2025-BP-01-19383**

The Wisconsin Department of Justice (DOJ) hereby awards to the **City of Sheboygan**, (hereinafter referred to as the **Grantee**), the amount of **\$161,912** for programs or projects pursuant to Wisconsin Statute S.165.986.

This grant may be used until **December 31, 2025** for the programs consistent with the budget and general conditions in Attachment A, subject to any limitations or conditions set forth in Attachments B and/or C, if included.

The Grantee shall administer the programs or projects for which this grant is awarded in accordance with the applicable rules, regulations, and conditions of the Wisconsin Department of Justice. The submitted application is hereby incorporated as reference into this award.

*This grant shall become effective, and funds may be obligated (unless otherwise specified in Attachments A and/or B) when the Grantee signs and returns one copy of this grant award to the Wisconsin Department of Justice. In addition, please note that grant activity may not begin until the project start date.*

BY:

**JOSHUA L. KAUL**

Attorney General

Wisconsin Department of Justice

11/15/2024

Date

The (Grantee), **City of Sheboygan**, hereby signifies its acceptance of the above-described grant on the terms and conditions set forth above or incorporated by reference therein.

GRANTEE: **City of Sheboygan**

BY:

NAME: **Ryan Sorenson**

TITLE: **Mayor**

Date

**WISCONSIN DEPARTMENT OF JUSTICE**  
**ATTACHMENT A**

Grantee: City of Sheboygan  
Project Title: Sheboygan Police Department Beat Patrol Grant 2025  
Grant Period: From January 1, 2025 To December 31, 2025  
Grant Number: 2025-BP-01-19383 Program Area: 01

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**BEAT PATROL GRANT PROGRAM**  
**APPROVED BUDGET**

*See your E-grants Application for details*

	<b><u>State &amp; Match</u></b>
Personnel	\$161,912
Employee Benefits	
<b>STATE TOTAL</b>	<b>\$121,434</b>
<b>MATCH TOTAL</b>	<b>\$40,478</b>
<b>TOTAL APPROVED BUDGET</b>	<b>\$161,912</b>

**Award General Conditions:**

1. Grant recipients are advised that DOJ will monitor grants to ensure that funds are expended for appropriate purposes and that recipients are complying with state and federal requirements as described in the grant award contract. This includes timely completion of progress and financial reports, active efforts to achieve and measure stated goals and objectives, appropriate documentation of activities and outcomes, on-going submission of participant data, and adherence to any conditions included in the grant award.
2. All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.
3. The DOJ reserves the right to withhold grant payments if the grant recipient is delinquent paying any obligation to DOJ such as background check fees, etc. Refusal to provide information requested by DOJ may impact the payment of current or approval of future grant funds.
4. Please be advised that a hold may also be placed on any current or future application or grant payment if it is deemed that an agency is not in good standing on any DOJ grants or other reporting requirements, has other grants compliance issues (including being out of compliance with special conditions) that would make the applicant agency ineligible to receive future DOJ funding, failure to make progress in obtaining project goals and objectives, and/or is not cooperating with an ongoing DOJ grant review or audit.
5. A hold may also be placed on any application or grant payment if it is deemed that an agency is not in compliance with federal civil rights laws and/or is not cooperating with an ongoing federal civil rights investigation.
6. Program Income: To maintain consistent practices with other similar programs, and as a proven practice, projects funded under this announcement are subject to program income guidelines detailed in the federal Office of Justice Programs Financial Guide. Grant award funds received are not program income. Program income is income earned by the recipient, during the funding period, as a direct result of the award. Any fees charged to the participants of your project are considered program income. The amount earned as program income during the length of the grant period must be expended by the end of the grant period and must be used for the purposes and under the

- condition applicable to the award.
7. All procurement transactions, whether negotiated or competitively bid and without regard to dollar value, shall be conducted in a manner to provide maximum open and free competition.
  8. If the grant award budget contains wages, the grantee's records must be maintained in a form that, at any given time, an auditor or DOJ representative would be able to identify the use of Federal and Matching funds. These records should include information such as employee name, rate of pay, hours worked, and amount of time dedicated to the grant project.
  9. Award funds will be used to supplement, not supplant, planned or allocated funds.
  10. To be allowable under a grant program, all funds (state, federal, and cash match) must be obligated (purchase order issued) or paid for services provided during the grant period. If obligated by the end of the grant period, payment must be made within 30 days of the grant period ending date. Any grant activity outside the project period is not eligible for reimbursement.
  11. All budget changes require prior approval from DOJ and must be requested in a grant modification via Egrants.
  12. Subgrantees acknowledge that failure to submit an acceptable Equal Employment Opportunity Plan (if required to submit one pursuant to 28 CFR 42.302) that is approved by the Federal Office of Civil Rights, is a violation of its Certified Assurances and may result in the suspension of the grant.
  13. Grant funds will be paid to the grantee on a reimbursement basis. Expenses must be incurred and paid for by the agency/organization within the reporting period.
  14. Any changes in personnel involved with the grant including the Project Director, Financial Officer, and/or Signatory must be reported to DOJ in a grant modification via Egrants.
  15. Fees for independent consultants may not exceed the federal rate of \$650 per eight-hour day unless prior approval is received from DOJ.
  16. Reimbursement for travel (i.e., mileage, meals, and lodging) is limited to state rates.
  17. Recipient fully understands that DOJ has the right to suspend or terminate grant funds to any recipient that fails to conform to the requirements (special/general conditions and general operating policies) or that fails to comply with the terms and conditions of its grant award.
  18. All contracts pertaining to this grant must be submitted to DOJ within 30 days of receipt of Grant Award Documents.
  19. If the grant award contains equipment, a request for reimbursement should only be submitted once the equipment is installed and testing has been completed.
  20. Positions funded by this grant must have a position description. Submit the position description and name of employee in Egrants within the Monitoring Section under Project Document Attachment.
  21. The recipient agrees to cooperate with WI DOJ monitoring to ensure compliance of US DOJ Grants guidelines, Financial Guide, and OJP guidelines, protocols and procedures. Recipient agrees to cooperate with WI DOJ (including the Program Contact, Fiscal Contact, Grants Specialist Monitor, Supervisors, and/or Administration) for this award, including requests related to desk reviews and/or onsite/virtual visits. The recipient agrees to provide to WI DOJ all documentation necessary for WI DOJ to complete the monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set out by WI DOJ for providing the requested documents. Failure to cooperate with WI DOJ monitoring activities may result in actions that affect the recipient's WI DOJ awards, including, but not limited to: withholding and/or other restrictions on the recipient's access to award funds, referral to the WI DOJ designation of High-Risk grantees, or terminate of an award(s).

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**BEAT PATROL GRANT PROGRAM  
ACKNOWLEDGEMENT NOTICE**

Grantee: City of Sheboygan Date: November 2024  
Project Title: Sheboygan Police Department Beat Grant No. 2025-BP-01-19383  
Patrol Grant 2025

**The following regulations and obligations (referenced below) apply to your grant award.**

**Note:** Reports due 04/12 include January, February, and March program activity  
Reports due 07/12 include April, May, and June program activity  
Reports due 10/12 include July, August, and September program activity  
Reports due 01/12 include October, November, and December program activity



**QUARTERLY PROGRAM REPORTS** must be submitted on a scheduled basis and must be completed in Egrants. Narrative reports on the status of your project and are due to DOJ on:

04/12/25

07/12/25

10/12/25

01/30/26 - FINAL



**QUARTERLY FINANCIAL REPORTS** must be submitted on a scheduled basis and must be completed and certified in Egrants. Supporting documentation must be attached to the Egrants Fiscal Report and are due to DOJ on:

04/12/25

07/12/25

10/12/25

01/30/26 - FINAL

**ACKNOWLEDGEMENT**

The materials referenced above were received and reviewed by the appropriate members of this organization. I also acknowledge receipt of the Grant Award and any attached Special Conditions, as well as receipt of the General Conditions which were previously provided in the Instructions for Filing and Application. I understand that this grant is awarded subject to our compliance with all Conditions, Regulations, and Obligations described in the above materials.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Joel Kuszynski

\_\_\_\_\_, Project Director