



CITY OF ORLANDO

Grants & Financial Assistance Approval Form

	Authorized Approver	Signature	Date
*1	OPD Legal Advisor	Approved By:	
Email form to Grants Development Supervisor to continue approval process in Workday (effective 3/19/2014).			
*Department Directors may provide signature on paper above OR wait to approve from Workday inbox.			

Following are the financial, programmatic, legal and procurement considerations for your review:

Today's Date: 3/11/16	City Council Date: 03/28/16	Application Deadline: 05/5/16
Name of Grant: FY 2016 Enhanced Collaborative Model to Combat Human Trafficking Competitive Solicitation		
Sponsor: U.S. Department of Justice		
Short description of the project or program that will be pursued with grant funding: The funds will be used to support the efforts of OPD and the Metropolitan Bureau of Investigation (MBI) as part of the Greater Orlando Human Trafficking Task Force. Grant funding will support a crime analyst, equipment, overtime for investigations, evaluation, as well as travel and training costs to enhance the identification of victims, and investigation and prosecution of human trafficking cases. OPD will collaborate with the Howard Phillips Center for Children & Families Children's Advocacy Center and other community partners to implement this program. The University of Central Florida will provide evaluation services.		
Short description of the problem or need for the project or program: The Orlando Police Department (OPD), as a member of MBI, is involved in investigation and prosecution of human trafficking cases in the greater Orlando area. OPD and other members of the local Greater Orlando Human Trafficking Task Force would like to enhance the current task force by improving coordination between law enforcement, victim service providers and other partners, and by providing training to stakeholders to facilitate identification of victims, more effective investigation and prosecutions, and more comprehensive victim-centered services.		
Anticipated timeline of project or program: Oct. 1, 2016 – Sept. 30, 2019		
Name of Initiating Department/Division/Office: Police Department		
GOC Liaison Name: Angela Knowlton	Telephone #: 407.246.2480	
Programmatic Considerations	Indicate Response Here	
1. How does the proposed project align with City's priorities and department's core services?	The grant project will enhance OPD's ability to reduce crime and maintain safe neighborhoods in the City of Orlando.	
2. Does the proposed project provide or expand essential services to address critical needs?	Yes. The proposed project will enhance the current investigative services provided by OPD as part of the Greater Orlando Human Trafficking Task Force.	
3. Does the proposed project impact other City departments?	No	
4. Does the applying department have the capacity to manage this project?	The grant manager and fiscal manager will administer all aspects of the grant.	
5. Does the applying department have the capacity to fulfill the financial and administrative requirements of the grant?	Yes	
6. Is this a collaborative effort with an external organization?	Yes.	
Financial Considerations	Indicate Response Here	
1. What is the total anticipated project cost?	\$800,000	
2. How much does the Department anticipate	\$200,000	

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receiving from the grantor? If not receiving cash, include the value of property, equipment, or services.		
3. What are the match requirements and funding source(s)?	There is a 25% in-kind or cash match required.	
4. If applicable, identify the amount and funding source(s) that support the remainder of the project or program cost.	The 25% will be provided by the salary and benefits of an existing staff person, the human trafficking task force supervisor.	
5. Will the grant be used to fund salaries, wages or benefits and other associated personnel costs?	Yes; a contract crime analyst will be funded with this grant.	
6. Will the receipt of this grant cause the City to incur additional or future operating costs?	No	
7. What is the CIP number and/or financial project number associated with this project?	Not applicable.	
8. Will this program generate revenue?	No	
9. Is supplanting allowed?	No	
10. Does the grantor require any special ways to manage the receipt of grant funds?	No	
11. Does the grant require continuation of the project or program beyond the grant period of performance?	No	
Legal Considerations		Indicate Response Here
1. Provide a short description of unique contract requirements that the City Attorney needs to be made aware of, or needs to clarify for the Department before the Department applies for the grant.	None	
2. Does submitting the grant application obligate the City to accept the award? (Yes/No)	No	
Procurement Considerations		Indicate Response Here
1. Provide a short description of any special procurement requirements that need to be disclosed and evaluated at the time of application.	None	
2. Does the receipt of the grant involve the lease or purchase of real estate? If so, please describe the real estate need and add the Real Estate Division Manager as an impacted department director, by adding a row under the first department director in the transmittal sequence on page one of this form.	No	

Workday Required Data

Proposal **Award**

Sponsor (Grantor):	U.S. Department of Justice
Flow Through Sponsor:	None
CFDA #:	16.320
CFDA Name:	Services for Trafficking Victims
Start Date:	10/1/16

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End Date:	9/30/19
Grant Type (Cost Reimbursable, Fixed Amount, Prepaid):	Cost Reimbursable
Award Amount:	Unknown
Match %:	25%
Match Amount:	Unknown