



# CITY OF ORLANDO

## Grants & Financial Assistance Approval Form

	Authorized Approver	Signature	Date
*1	OPD Legal Advisor	Approved By: <i>Natasha Williams</i>	5.23.16
Email form to Grants Development Supervisor to continue approval process in Workday (effective 3/19/2014).			
*Department Directors may provide signature on paper above <u>OR</u> wait to approve from Workday inbox.			

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

<b>Today's Date:</b> 05/20/16	<b>City Council Date:</b> NA	<b>Application Deadline:</b> 06/30/16
<b>Name of Grant:</b> U.S. DOJ FY2016 Edward Byrne Memorial Justice Assistance Grant (JAG) Program		
<b>Short description of the project or program that will be pursued with grant funding:</b> The funds will be used to purchase approximately 36 portable police radios.		
<b>Short description of the problem or need for the project or program:</b> This grant will continue funding replacement radios that are more than 10 years old.		
<b>Anticipated timeline of project or program:</b> The grant period is Oct. 1, 2016 – Sept. 30, 2019		
<b>Name of Initiating Department/Division/Office:</b> Police Department		
<b>GOC Liaison Name:</b> Lilian Draisin	<b>Telephone #:</b> 407.246.2504	
<b>Programmatic Considerations</b>	<b>Indicate Response Here</b>	
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 by providing necessary equipment upgrades to police officers.	
2. Does the proposed project provide or expand essential services to address critical needs?	Yes	
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?	No	

<b>Financial Considerations</b>	<b>Indicate Response Here</b>
1. What is the total anticipated project cost?	\$184,662
2. How much does the Department anticipate receiving from the grantor? If not receiving cash, include the value of property, equipment, or services.	\$184,662
3. What are the match requirements and funding source(s)?	There is no match requirement.
4. If applicable, identify the amount and funding source(s) that support the remainder of the project or program cost.	Not applicable.

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5. Will the grant be used to fund salaries, wages or benefits and other associated personnel costs?	No
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
<b>Legal Considerations</b>	<b>Indicate Response Here</b>
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
<b>Procurement Considerations</b>	<b>Indicate Response Here</b>
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 ☐

<b>Sponsor (Grantor):</b>	Department of Justice, Office of Justice Programs, Bureau of Justice Assistance
<b>Flow Through Sponsor:</b>	NA
<b>CFDA #:</b>	16.738
<b>CFDA Name:</b>	Edward Byrne Justice Assistance Grant
<b>Start Date:</b>	10/01/2016
<b>End Date:</b>	09/30/2019
<b>Grant Type (Cost Reimbursable, Fixed Amount, Prepaid):</b>	Reimbursement
<b>Award Amount:</b>	\$184,662 (Allocation)
<b>Match %:</b>	No Match
<b>Match Amount:</b>	0

**ENDORSEMENT/COMMENT:**

CAPT. S. Manney  
Captain Sue Manney  
Professional Standards Division

☐ APPROVED  
☒ RECOMMENDED

☐ NOT APPROVED  
☐ NOT RECOMMENDED

Date: 5/20/16