

## **SULTAN CITY COUNCIL AGENDA ITEM COVER SHEET**

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**ITEM NO:** D-1

**DATE:** March 26, 2009

**SUBJECT:** US Department of Justice COPS Grant -

**CONTACT PERSON:** Deborah Knight, City Administrator  
Chief Jeff Brand

**ISSUE:**

The issue before the City Council is to direct staff to work with Snohomish County as the lead agency to apply for funding for one lateral patrol deputy under the US Department of Justice COPS Hiring Recovery Program (CHRP). The application deadline closes on April 14, 2009.

**STAFF RECOMMENDATION:**

1. Review the information provided.
2. Consider the following policy questions:
  - Do the Mayor and Council want city staff to begin discussions with the Sheriff's Office for one COPS Grant deputy?
  - Do the Mayor and Council want the COPS deputy to be an Entry Level or Lateral Deputy?
  - Does the City want to use "Police Funds" money to finance the costs of this position?
  - Will Mayor Eslick and the Council direct city staff to negotiate an amendment to our police services contract, if the grant is grant is approved?
3. Direct staff to work with the Snohomish County Sheriff's Office to apply for funding for a lateral patrol deputy.

**SUMMARY:**

The 2009 Stimulus package approved by Congress on February 16, 2009 includes \$1 Billion dollars to hire or rehire laid-off police officers.

The new COPS hiring program pays 100% of entry level salary and benefits for a deputy or police officer for three (3) years. The Snohomish County Sheriff's Office has been told but is unable to confirm there is a salary and benefits cap of \$80,000 per year.

The grant does not pay start up or equipment costs. Approximately \$54,296.

There is an expectation the hiring agency will retain the deputy for at least one year, at the end of the three (3) year grant.

The grant is competitive and applications will be accepted from March 16 – April 14, 2009. The COPS Office is looking for a retention plan for keeping the deputy employed for at least one (1) year after the grant ends. Chief Brand has spoken with Chief Biedler of the Sheriff's Office and because of budgets and annexations, Chief Biedler does not feel the Sheriff's Office can commit to a retention plan but concedes that if at the end of the grant, there are vacant deputy positions in the Sheriff's Office, the deputy could be transferred to a County position. In the 20 year experience of Chief Brand, the Sheriff's Office has never been at full strength so there is a very good chance the County would have a vacancy.

Since Sultan contracts for police services with Snohomish County the City can not apply for this grant. Snohomish County will be the lead agency.

City staff will have to negotiate an amendment to the police services ILA, if the grant is awarded for an additional deputy.

## **BACKGROUND:**

The Department of Justice began the COPS hiring program in the early 1990s and only partially funded new officer positions, requiring that police departments increase their share of costs from 25% the first year to 100% funding in the fourth year, after the COPS grant had ended. The COPS Office also required a retention plan to keep the officers employed after the grant funding ended.

At that time the City of Sultan funded four or five officers via the grant with the hope of retaining them at the end of the grant. When the City could not continue to employ the officers, the COPS Office completed an audit of our actions and ultimately accepted our reasons for not retaining the officers.

The 2009 Stimulus package has earmarked \$1 Billion dollars for hiring or rehiring laid off officers and will fund an entry level deputy or officer's salary and benefits at 100% for three (3) years with a required retention plan.

**FISCAL IMPACT:**

If the Council approves partnering with the Sheriff’s Office to apply for a COPS grant and the grant is approved, the City can ask the Sheriff’s Office to hire, train and equip an entry level deputy, which means that deputy would begin their employment by attending the five (5) month basic police academy, then enter the four (4) month Field Training Officer (FTO) program and be deployed to us at the end of the nine (9) months of training.

Alternately the can direct the Sheriff’s Office to hire a Lateral Deputy, which means a certified officer from another police agency would only have to attend the four (4) month FTO process and be deployed. If the City requests a Lateral Deputy, the City will have to pay the difference between salary and benefits for an entry level and lateral deputy. The obvious benefit is we will have the new deputy after four (4) months of training instead of nine (9) months.

The current COPS grant does not pay for start up costs, including equipment and vehicle for the newly hired person. According to our police services contract, the start up costs for a deputy is \$54,296 and would have to be paid when the deputy is hired.

**Costs**

- Option 1 (Entry Level):

|                                   |                 |                   |                    |
|-----------------------------------|-----------------|-------------------|--------------------|
|                                   | 2009            | 2010              | 2011               |
| Deputy salary & Benefits:         | \$63,804        | \$65,724          | \$67,692           |
| Start up costs:                   | \$54,296        | \$0               | \$0                |
| <b>Cost to the City of Sultan</b> | <b>\$54,296</b> | <b>\$0</b>        | <b>\$0</b>         |
| <b>Timeline</b>                   | <b>Academy</b>  | <b>FTO/Active</b> | <b>Active Duty</b> |

- Option 2:

|                                   |                                                      |                    |                    |
|-----------------------------------|------------------------------------------------------|--------------------|--------------------|
| Lateral Deputy salary & Benefits  | \$79,968                                             | \$82,368           | \$84,840           |
| Start up costs;                   | \$54,296                                             | \$0                | \$0                |
| <b>Cost to the City of Sultan</b> | <b>\$70,460</b>                                      | <b>\$16,644</b>    | <b>\$17,148</b>    |
| <b>Timeline</b>                   | <b>FTO</b>                                           | <b>Active Duty</b> | <b>Active Duty</b> |
| <b>Cost</b>                       | <b>\$104,252/32 months active duty = 3,258/month</b> |                    |                    |

In order to compare apples-to-apples the 3 year cost has been broken down to a per/month cost:

|             |                                                 |
|-------------|-------------------------------------------------|
| Entry Level | \$54,296/27 months active duty = \$2011/month   |
| Lateral     | \$104,252/32 months active duty = \$3,258/month |

The City collects \$50,000 annually in utility tax that was set aside for police equipment replacement. The Council discussed several alternative uses for these funds at the Council retreat on Saturday, March 21, 2009.

The Council could choose to dedicate a portion of these funds towards increasing levels of service in the police department for a relatively low cost.

If the City receives the grant, Chief Brand recommends putting the officer on the swing shift. Bringing in another officer will restore the number of patrol deputies to 2008 levels of service.

#### **ALTERNATIVES:**

1. Direct staff to work with the Snohomish County Sheriff's Office and apply for funding under the COPS Hiring Recovery Program.

This action implies the City Council is prepared to fund either an entry level or lateral officer.

A final decision on the entry level versus lateral is not necessary until after a grant is awarded and the County accepts the award. The City and the County would need to amend the ILA to add an additional patrol deputy to the Agreement.

2. Do not direct staff to work with the Snohomish County Sheriff's Office to apply for funding under the COPS Hiring Recovery Program.

This action implies the City Council is not interested in hiring another officer and/or has concerns about funding the position in future budget years.

#### **RECOMMENDED ACTION:**

1. Review the information provided.
2. Consider the following policy questions:
  - Do the Mayor and Council want city staff to begin discussions with the Sheriff's Office for one COPS Grant deputy?
  - Do the Mayor and Council want the COPS deputy to be an Entry Level or Lateral Deputy?
  - Does the City want to use "Police Funds" money to finance the costs of this position?

- Will Mayor Eslick and the Council direct city staff to negotiate an amendment to our police services contract, if the grant is grant is approved?
3. Direct staff to work with the Snohomish County Sheriff's Office to apply for funding for a lateral patrol deputy.

**ATTACHMENT**

A – COPS Hiring Recovery Program



## COPS Hiring Recovery Program (CHRP)

The Office of Community Oriented Policing Services (COPS Office) is pleased to announce the availability of funding under the COPS Hiring Recovery Program (CHRP). The COPS Office will receive the funds from the American Recovery and Reinvestment Act of 2009 to address the personnel needs of

state, local, and tribal law enforcement.

**Applications for CHRP grants will be accepted online via the COPS Office web site at [www.cops.usdoj.gov](http://www.cops.usdoj.gov) beginning March 16, 2009 through April 14, 2009.**

**[CLICK HERE TO APPLY](#)**

### Quick Overview

- CHRP is a competitive grant program that provides funding directly to law enforcement agencies having primary law enforcement authority to create and preserve jobs and to increase their community policing capacity and crime-prevention efforts.
- Up to \$1 billion in grant funding will be available for the hiring and rehiring of additional career law enforcement officers.
- There is no local match requirement for CHRP, but grant funding will be based on current entry-level salary and benefits packages and therefore any additional costs for higher salaries or benefits for particular individuals hired will be the responsibility of the grantee agency.
- CHRP grants will provide 100 percent funding for approved entry-level salaries and benefits for 3 years (36 months) for newly-hired, full-time sworn officer positions (including filling existing unfunded vacancies) or for rehired officers who have been laid off, or are scheduled to be laid off on a future date, as a result of local budget cuts.

\*In addition, there is no cap on the number of positions an agency may request, but awards will be limited to available funding. Please be mindful of the initial 3-year grant period and your agency's ability to fill the officer positions awarded, while following your agency's established hiring policies and procedures.

- At the conclusion of federal funding, grantees must retain all sworn officer positions awarded under the CHRP grant. The retained CHRP-funded position(s) should be added to the grantees law enforcement budget with state and/or local funds, over and above the number of locally-funded positions that would have existed in the absence of the grant.

The COPS Hiring Recovery Program funding is in addition to \$2.76 billion in preventing and controlling crime and \$225 million to combat violence against women. For more information on CHRP and additional Department of Justice grant program opportunities, including the Byrne JAG Program, click below:

- [CHRP Letter from the Acting COPS Director](#)
- [Office of Justice Programs](#)

- [Office on Violence Against Women](#)

To determine if your agency will be eligible to apply for CHRP funding, please [click here](#)

To learn about the Department of Justice's implementation of the Recovery Act, visit [www.usdoj.gov/recovery](http://www.usdoj.gov/recovery)





**U.S. Department of Justice**  
Office of Community Oriented Policing Services (COPS)

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*Office of the Director  
1100 Vermont Avenue, N.W.  
Washington, DC 20530*

February 17, 2009

Dear Colleague,

The Office of Community Oriented Policing Services (COPS Office) is pleased to announce the availability of funding under the COPS Hiring Recovery Program (CHRP). The COPS Office will receive the funds from the American Recovery and Reinvestment Act of 2009 to address the personnel needs of state, local, and tribal law enforcement. Application materials are scheduled to be available before the end of March.

CHRP is a competitive grant program that provides funding directly to law enforcement agencies having primary law enforcement authority to create and preserve jobs and to increase their community policing capacity and crime-prevention efforts. Up to \$1 billion in grant funding will be available for the hiring and rehiring of additional career law enforcement officers. There is no local match requirement for CHRP, but grant funding will be based on current entry-level salary and benefits packages and therefore any additional costs for higher salaries or benefits for particular individuals hired will be the responsibility of the grantee agency.

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Applications for CHRP grants will be accepted only online through the COPS Office web site: [www.cops.usdoj.gov](http://www.cops.usdoj.gov). The online application materials are scheduled to be available before the end of March, but in the interim, the COPS Office wants to ensure that your agency has sufficient time to complete the following required steps before the solicitation opens:

- Visit the "[Account Access](#)" portion of the COPS web site at [www.cops.usdoj.gov](http://www.cops.usdoj.gov) to determine if your agency currently has an active online account and/or how to create one.

- Once logged into “Account Access,” your agency will be able to add additional user accounts and also update your agency contact and address information.
- Take this time to ensure that your agency’s Law Enforcement and Government Executive information is current, and also make sure that contact information is current for individuals submitting the CHRP grant application.
- If you do not remember your password or user name and need assistance with creating an account and/or system access, call 1.800.421.6770 between 9:00 a.m. and 5:00 p.m. Eastern Time, or e-mail [egov.issues@usdoj.gov](mailto:egov.issues@usdoj.gov).
- A Data Universal Numbering System (DUNS) number is required to submit applications for COPS funding. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities receiving federal funds. Visit [www.dnb.com/us](http://www.dnb.com/us) to obtain or verify your number.
- Additionally, all applicants are required to maintain current registrations in the Central Contractor Registration (CCR) database. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and sub-recipients. For more information about how to register with the CCR, visit [www.ccr.gov](http://www.ccr.gov). Please note that applicants must update or renew their CCR at least once per year to maintain an active status.

The COPS Office looks forward to working with the law enforcement agencies that apply under this program and will provide technical assistance to applicants during the solicitation process, as requested. For more information, call the COPS Office Response Center at 1.800.421.6770.

Sincerely,

A handwritten signature in black ink, appearing to read 'T. Quinn', with a stylized flourish at the end.

Timothy J. Quinn  
Acting Director