

**EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM -
FY 2017 LOCAL SOLICITATION
ABSTRACT**

APPLICANT NAME: City of Concord, New Hampshire (Police Department) (Serving as Fiscal Agent for a Joint Application involving: the City of Concord, NH, and the County of Merrimack, NH.)

PROJECT TITLE: 2017 Justice Assistance Grant Program

PROJECT GOALS: The goal of this Project is to improve the law enforcement programs of both the Concord Police Department and Merrimack County Sheriff's Office. Funding provided through this grant will allow for the purchase of law enforcement related equipment and funding for specialized training which could not be obtained due to budgetary constraints.

PROJECT STRATEGIES: To accomplish this goal, funds obtained through the 2017 Edward Byrne Memorial Grant Program will be used to purchase new equipment and fund specialized training costs deemed necessary by each agency to more effectively perform its law enforcement objectives. The Concord Police Department will serve as fiscal agent for this grant and maintain all documentation regarding the grant itself and expenditures of any funds. The Concord Police Department will also be responsible for ensuring that all reporting requirements are met.

ANTICIPATED OUTCOMES: It is anticipated that the activities proposed under this grant will allow both the Concord Police Department and Merrimack County Sheriff's Office to improve the level of police service provided to the community as well as improve officer safety. Additionally, any specialized training received will be shared with other members of the agency which will improve the overall functionality and efficiency of the Department and provide a valuable asset for other agencies throughout the State.

PROJECT IDENTIFIERS:

- Equipment – Forensic
- Equipment – General
- Equipment – Tactical
- Conferences and Training
- Officer Safety

**FY2017 Edward Byrne Memorial Justice Assistance Grant
Program Narrative
Submitted by the City of Concord, New Hampshire Police Department**

Joint Application – City of Concord, NH and County of Merrimack, NH.

STATEMENT OF THE PROBLEM

The City of Concord, NH, through the Police Department, has assumed the responsibilities of Fiscal Agent for a joint application to the 2017 Edward Byrne Memorial Justice Assistance Grant Program. This application is submitted on behalf of the City of Concord, NH and the County of Merrimack, NH.

Funding provided through this Grant program will be utilized by each jurisdiction to accomplish the goals of the Edward Byrne Memorial Justice Assistance Grant Program. Both the City of Concord and County of Merrimack seek to improve or enhance their law enforcement efficiency, effectiveness and capacity, and funds will be used to upgrade a variety of police service equipment and technology needs, and also fund specialized training.

TOTAL ELIGIBLE JOINT ALLOCATION AMOUNT: \$21,618

City of Concord, NH – Eligible Individual Allocation: \$21,618

The funding provided through this grant will allow the Concord Police Department the ability to purchase equipment and provide specialized training which could not be funded through its current budget. This equipment will allow for enhanced police services to be provided to the community and help ensure the safety and efficiency of the Department and its members.

The funding from this grant will be used to fund the needs listed below (in no particular order of priority or value).

1. Crowd Control Personal Equipment – In today’s evolving political times the Department needs to maintain operational capabilities necessary to effectively deal with crowd/riot control. Officers involved in these activities need protective equipment in order to ensure officer safety and most effectively address the situation at hand. Funding provided through this grant will allow for the purchase of individual crowd control equipment to be issued to officers. This equipment includes helmets with face shield, protective padding for the torso, arms and legs, and also a baton. Additionally, protective shields will also be purchased. This equipment is not funded in the Department’s operating budget.
2. Universal Forensic Extraction Device (UFED) - The Computer Crimes Unit is the most specialized and increasingly utilized units of the Department. Due to the continually evolving technology and software used in today’s computers it is necessary for the members of the Unit to also update the forensic hardware needed to analyze smart phones and other digital devices. These devices are continuously being improved upon and

changes are made at a very rapid pace. The need to maintain updated forensic examination hardware is critical in order to successfully prosecute crimes which include evidence stored on smart phones and other digital devices. It should be noted that the Concord Police Department Computer Crimes Unit also provides digital forensics to many other local and state agencies when assistance is requested. Funding provided through this grant will allow the Department to purchase a new Universal Forensic Extraction Device (UFED) and licensing in order for the Department to maintain the most current and effective forensic hardware and software needed for investigations that are assigned to the Computer Crimes Unit.

3. Computer Crimes Unit Training - The Department continually trains investigators assigned to the Computer Crimes Unit. The demands of the computer crimes unit have increased dramatically over the last several years and additional personnel are being utilized to conduct digital forensic examinations.

Funding provided by this grant will be utilized for an investigator to attend training including the Cellebrite Certified Logical Operator (CCLO) course and the Cellebrite Certified Physical Analyst (CCPA) course. Both of these courses relate to the forensic examination of smartphones and other mobile devices. The funding will cover expenses to include registration costs as well as travel and per diem expenses. It is critical that investigators conducting digital forensic examinations have the proper training and certifications necessary to successfully prosecute crimes involving digital media. The investigator receiving this training will also be assisting other agencies throughout the state in conducting digital forensic examinations when necessary. The Concord Police Department continues to be an active participant in the State's Internet Crimes Against Children Task Force (ICAC), and remains at the forefront of the state in the capabilities of our equipment and our investigators.

The Concord Police Department will also provide \$3,000 to the Merrimack County Sheriff's Office as a disparate jurisdiction.

Merrimack County, NH – Disparate Jurisdiction Amount: \$ 3,000

The Merrimack County Sheriff's Office has statewide jurisdiction and provides primary and secondary law enforcement services to the 2 cities and 25 towns that make up Merrimack County. Many of the communities within Merrimack County are small and rural. In some cases, the Police Departments of these communities are limited in manpower, equipment, and in several cases, only provide part-time coverage. The Sheriff's Office and the Concord Police Department enjoy an outstanding working relationship and work in concert on a variety of law enforcement and police service operations.

The funding provided through this grant will allow the Merrimack County Sheriff's Office the ability to purchase 2 Action Target Portable Runners. This equipment is utilized for firearms training and allows for training with moving targets. Moving targets allow for enhanced training for tracking fire techniques and also allows for more realistic firearms training courses. This

equipment will be utilized during firearms training sessions for all Sheriff's Deputies. Proper firearms training is critical for all law enforcement agencies and training that incorporates realistic situations, including moving targets, is more advantageous over traditional stationary target firearms training.

PROJECT DESIGN AND IMPLEMENTATION

Both the Concord Police Department and Merrimack County Sheriff's Office will be utilizing funding provided by this grant in order to purchase equipment or attend training which is not currently covered by their operating budgets. This equipment and training has been identified as being a high priority for each agency. The opportunity to utilize funding provided by this grant to purchase this equipment and fund specialized training improves the ability of each agency in providing police services to the community and also increases officer safety.

Upon approval of this grant application and the award becoming active, each agency will coordinate the purchase of the specified equipment and coordinate the planning necessary for personnel to attend specialized training.

It is anticipated that all activities under this grant will be completed prior to the grant award end date, 09/30/18.

CAPABILITIES AND COMPETENCIES

In regards to the projects proposed under this grant application there are no additional strategic planning/coordination efforts. The Concord Police Department's Computer Crimes Unit is a member of the State's Internet Crimes Against Children (ICAC) Task Force and routinely assists other law enforcement agencies at the local, state, and federal level on cases involving digital forensic analysis. The training funded by this grant will be utilized to improve the capabilities of the Department's computer crimes investigators which in turn will also be an improved asset for the rest of the State. Equipment purchased under this grant will improve the capabilities of each agency in providing police services to include emergency response, digital forensic examinations, and firearms training.

PLAN FOR COLLECTING THE DATA REQUIRED FOR THIS SOLICITATION'S PERFORMANCE MEASURES

The Concord Police Department as Fiscal Agent will also be responsible for ensuring that all performance measure reporting requirements are met. The Concord Police Department will coordinate with the Merrimack County Sheriff's Department to obtain any data necessary to comply with these requirements.

**2017 Edward Byrne Memorial Justice Assistance Grant
Budget Worksheet**

Joint Application – City of Concord, NH, and the County of Merrimack, NH.

Submitted by the City of Concord, NH Police Department (Fiscal Agent)

Eligible Joint Allocation amount - \$21,618

A. Personnel \$0.00

Name	Computation	Cost

B. Fringe Benefits \$0.00

Name		

C. Travel/Training \$5,150

Purpose	Location	Item	Cost
CCLO/CCPA	TBD	Registration	\$3,850
Training		Lodging (5 nights X \$150)	\$750
		Transportation (Dept. Vehicle)	\$200
		M&I	\$350

GRAND TOTAL	\$5,150
--------------------	----------------

D. Equipment **\$16,468**

Item	Computation	Cost
(15) Crowd/Riot Control Personal Equipment (Includes helmet with face shield, torso, arm and leg protection, baton, and protective shield)	\$650 each (est.)	\$9,750
(1) Universal Forensic Extraction Device with licenses		\$3,718
<u>(Concord Police Department)</u>	<u>SUB-TOTAL</u>	<u>\$13,468</u>
(2) Action Target Portable Runners	\$1,500 each (est.)	\$3,000
<u>(Merrimack County Sheriff's Department)</u>	<u>SUB-TOTAL</u>	<u>\$3,000</u>
	GRAND TOTAL	\$16,468

E. Supplies **\$0.00**

Supply Item	Computation	Cost

F. Construction **\$0.00**

Description	Computation	Cost

G. Consultants/Contracts \$0.00

<i>Consultant Fees</i>			
Name	Service	Computation	Cost
<i>Contracts</i>			
Item	Cost		

**H. Administrative Fees (Payable to the City of Concord as Fiscal Agent)
\$0.00**

--	--

Total Direct Costs \$21,618

I. Indirect Costs

No indirect costs associated with this Grant.

Budget Summary Page

A. Personnel/Salary Costs	<u>\$0.00</u>
B. Fringe Benefits	<u>\$0.00</u>
C. Travel/Training	<u>\$5,150</u>
D. Equipment	<u>\$16,468</u>
E. Supplies	<u>\$0.00</u>
F. Construction	Unallowable
G. Consultants/Contracts	<u>\$0.00</u>
H. Administrative Fees	<u>\$0.00</u>
I. Indirect Costs	<u>\$0.00</u>
TOTAL PROJECT COSTS	<u>\$21,618</u>
Federal Request	<u>\$21,618</u>
Applicant Funds, if any, to be applied to this project	<u>\$0.00</u>

**FY 2017 Edward Byrne Memorial Justice Assistance Grant
Budget Narrative**

Joint Application – City of Concord, NH, and County of Merrimack, NH.

Submitted by the City of Concord, NH Police Department (Fiscal Agent)

City of Concord Individual Allocation amount - \$21,618

The City of Concord, NH, through the Police Department, has assumed the responsibilities of Fiscal Agent for a joint application to the 2017 Edward Byrne Memorial Justice Assistance Grant Program. The County of Merrimack has been identified as a disparate jurisdiction and this application encompasses both entities.

The City of Concord will be responsible for providing \$3,000 of its Eligible Individual Allocation Amount to the County of Merrimack as a disparate jurisdiction. This amount has been agreed upon by both the City of Concord and the County of Merrimack and is included as part of the Memorandum of Understanding signed by each.

The following is a budget narrative breakdown for each jurisdiction.

CITY OF CONCORD, NH:

Eligible Individual Allocation Amount: \$21,618

The City of Concord, NH Police Department is eligible to receive \$21,618 from the 2017 Edward Byrne Memorial Justice Assistance Grant.

The Department proposes to use this award to fund the projects outlined in the Program Narrative. These funds will be used to purchase equipment and fund training needed by the Department, which includes the following:

TRAINING

CCLO/CCPA	Registration	\$3,850
Training*	Lodging (5 nights X \$150)	\$750
	Transportation (Dept. Vehicle)	\$200
	M&I	\$350
	TOTAL	\$5,150

EQUIPMENT

(15) Crowd/Riot Control Personal Equipment (Each equipment kit will include a helmet with face shield, torso, arm and leg protection, baton	\$9,750 (est.)
---	----------------

and protective shield: \$650 each)

<u>(1) Universal Forensic Extraction Device with Licensing</u>	<u>\$3,718 (est.)</u>
TOTAL	\$13,468
GRAND TOTAL	\$18,618

* At the time of this application the location/date/time of this training has not been determined.

The City of Concord has also agreed with the County of Merrimack to provide **\$3,000** to the County as a disparate jurisdiction.

COUNTY OF MERRIMACK, NH:

Disparate Jurisdiction Allocation Amount: \$3,000

The County of Merrimack, NH, as a disparate jurisdiction, will receive \$3,000 from the Individual Allocation Amount of the City of Concord, NH.

The Merrimack County Sheriff's Office proposes to use this award to fund the projects outlined in the Program Narrative. These funds will be used to purchase equipment needed by the Sheriff's Office including the following:

<u>(2) Action Target Portable Runner - \$1,500 each (est.)</u>	<u>\$3,000 (est.)</u>
TOTAL	\$3,000