

PROJECT ABSTRACT

The International Association of Chiefs of Police (IACP) seeks funding under *Category 1: Law Enforcement and Community Partnership and Crime Prevention Strategies* to continue the delivery of training and technical assistance to law enforcement in support of the implementation of Project Safe Neighborhoods (PSN).

The IACP's partnership with BJA to improve law enforcement's capacity to interdict firearms trafficking and disrupt gang activity through PSN has a history of success and steady growth. The IACP continues to build upon relationships between law enforcement, BJA, and federal and national PSN partners to reduce gang violence and the illegal acquisition of firearms. The IACP's strong representation of and relationship with law enforcement, built through a long and storied history of supporting local police efforts, serves as the underpinning of this continuation effort.

The goal of IACP's PSN National Training and Technical Assistance project is to facilitate law enforcement's efforts to reduce violent crime. The objectives to achieve that goal are to assist agencies to: 1) develop and implement comprehensive, community-based enforcement, intervention and prevention strategies aimed at the trafficking and criminal use of firearms; 2) develop and implement policies using existing information and investigative resources to improve officer safety; and 3) turn the knowledge gained into actionable intelligence by enhancing a jurisdiction's illegal firearm interdiction and prosecution efforts.

Funding for fiscal years 2016 and 2017 is requested in the amount of \$250,000 for twenty-four months with the following highlighted deliverables: 1) research documents/case studies, 2) PSN trainings/technical assistance, 3) cutting edge instructional materials (ex. webinars and podcasts), and 4) policy briefs.

The IACP (applicant) gives OJP permission to share the project abstract (including contact information) with the public.

PROGRAM NARRATIVE

STATEMENT OF THE PROBLEM

The International Association of Chiefs of Police (IACP) seeks funding under *Category 1: Law Enforcement and Community Partnership and Crime Prevention Strategies* to continue the delivery of training and assistance to law enforcement to support the implementation of the Project Safe Neighborhoods National Training and Technical Assistance (PSN TTA) Program. The criminal acquisition and use of firearms in the U.S. remains a persistent challenge to law enforcement officials and the communities they serve. It is essential for law enforcement to keep the issue of gun violence at the forefront of their communities' crime prevention and reduction efforts. Nationally, school violence, gang shootings, domestic violence, murder-suicide and police officers killed in the line of duty have become all too common occurrences. From 2003 to 2013, homicide by firearms was the second leading cause of injury deaths for youths aged 15-24 years in 2013.¹ Firearm related violent crime, in particular, crimes committed by juveniles carrying guns, must be addressed to decrease the number of gun-related deaths and injuries that negatively impact the quality of life in our communities. Law enforcement must employ effective community based enforcement strategies and policies which include intervention and prevention partnerships in order to successfully interdict crime guns and reduce violent crime.

The Bureau of Justice Assistance (BJA) and other concerned justice organizations have noted that the business of illegal gun trafficking plays a key role in the arming of America's criminal element. Easy access to firearms by prohibited possessors directly affects the level of gun violence in the U.S. today. While state and local law enforcement leaders know that the

¹Center for Disease Control's National Center for Injury Prevention and Control, 10 Leading Causes of Injury Deaths, United States 2003 – 2013, WISQARS, <http://webappa.cdc.gov/cgi-bin/broker.exe>

interdiction of trafficked firearms is a key responsibility for all police agencies, the ability to locate crime guns moving through sophisticated trafficking systems can be limited by the capacity of small and mid-sized police agencies to gain the necessary knowledge and expertise in firearms trafficking.

Traditional crime gun interdiction initiatives have focused on the efforts of law enforcement officers and their ability to recover crime guns and identify firearm traffickers. It is often law enforcement's role, in the response to an investigation of a crime or the arrest of a suspect, that initiates the crime gun interdiction process. Many jurisdictions have seen the success of such efforts is greatly increased when other stakeholders in the criminal justice system are highly involved in a collaborative effort aimed at the common goals of recovering crime guns and reducing violent crime. PSN is an exemplary initiative that reflects and reinforces the value of such partnerships. PSN has demonstrated success in implementing effective enforcement strategies in collaboration with other criminal justice agencies, the community, and with the support of organizations dedicated to reducing gun and gang violence. The involvement of U.S. Attorneys, local and state prosecutors, federal agencies, and other dedicated partners positively impacts state, local, and tribal law enforcement's gang and crime gun interdiction efforts.

The IACP's partnership with BJA on the PSN initiative has a history of success and steady growth. The focus of PSN to involve all criminal justice agencies and stakeholders in gang and crime gun interdiction efforts has laid a foundation on which new programs can be built to ensure the nation's violent crime reduction efforts are having a positive impact. Through a national program, such as PSN, the IACP in partnership with the BJA and the Executive Office of the United States Attorney's Office (EOUSA), prepares officers to effectively respond to gun and gang violence by providing accessible and timely training, technical assistance, and

resources that are applicable at the local level. In continuing partnership with PSN federal and national partners, IACP will provide training and technical assistance to law enforcement and prosecutors on all aspects of gun crime investigation including recovery, identification, suspect interviewing, case articulation, and testimony. As a key provider of best practices and model policies to over 23,000 law enforcement leaders worldwide, IACP will continue to center the attention of law enforcement on making the issue of officer safety and gang and gun violence reduction a top priority through enhanced policies and innovative strategies.

PROJECT DESIGN AND IMPLEMENTATION

Based on feedback from IACP's membership, there continues to be a strong need to help local agencies to: 1) develop and implement comprehensive, community-based enforcement, intervention and prevention strategies aimed at the trafficking and criminal use of firearms; 2) develop and implement policies to use existing intelligence and investigative resources to improve officer safety; and 3) turn the knowledge gained into actionable intelligence by enhancing a jurisdiction's illegal firearm interdiction and prosecution efforts. By providing a variety of technical assistance and training opportunities, IACP will build local agency capacity in conducting crime gun investigations. The IACP serves as an effective link between state, local, and tribal agencies and the many government and community resources available to support a comprehensive approach to violent crime.

The IACP proposes a multi-faceted approach that will equip law enforcement officers and other criminal justice stakeholders with the knowledge necessary to effectively engage in gang abatement and crime gun interdiction programs. By participating in IACP's PSN National Training and Technical Assistance (TTA) program, agencies responsible for the enforcement of firearms laws and the interdiction of crime guns will enhance their ability to recover crime guns

and document those recoveries, contributing to the prosecution of criminals and the identification and interruption of firearms trafficking activities. Building upon current grant deliverables and through coordination with the National Training and Technical Assistance Center (NTTAC), IACP will continue to meet the goals of the PSN National TTA Program. The IACP will provide assistance to state and local law enforcement, district attorneys and other criminal justice professionals to improve the level of knowledge, research integration, training, communication, and collaboration around gun and gang-related crime throughout the nation. Through the following activities, IACP will meet the objectives of the solicitation:

1. Case Studies: Relying on a variety of resources, including the IACP Research Advisory Committee, the IACP Firearms Committee, and electronic/print media, IACP will scan the field for criminal justice needs, gaps in service, and forward looking strategies that impact gun crime and gang violence with the goal of producing three case studies. Designed to supplement the training and technical assistance services, these case studies will keep law enforcement officers and agency leaders up to date on the latest violence reduction strategies and intelligence. Additionally, the case studies will assist PSN sites in successfully implementing evidence-based problem-solving activities in their efforts to reduce violent crime.
2. Training and Technical Assistance (TTA): TTA will be provided through onsite support for strategic planning, telephone support, training classes, workshops, resource distribution, and provision of faculty. In response to TTA requests from the field, the IACP will collaborate with BJA, the local U.S. Attorney's Offices, NTTAC, the Executive Office of U.S. Attorney's, and local ATF field offices to address the wide range of gun crime and gang violence issues for state and local law enforcement. The

IACP anticipates providing an instructor for 12 PSN training events over 24 months and responding to other technical assistance requests as they arise. The IACP staff will work alongside the local U.S. Attorney's Office and participating law enforcement agencies to provide onsite training resources that enhance the understanding of PSN goals and increase street level seizures of illegally possessed firearms. Staff will also assist with on-site facilitation and will provide information concerning other resources available to assist in the implementation of violence prevention. Available training blocks include firearms tracing; indicators and techniques commonly used to conceal firearms; and documentation and courtroom testimony. Educating officers on firearms identification and tracing procedures for the purposes of developing actionable intelligence serves as an agency's foundation for reducing violent crime. The IACP's training and technical assistance will follow the path of the crime gun from detection to the successful prosecution of offenders with an emphasis on officer safety, recovery and investigation, interviewing and debriefing.

3. Instructional Materials: Cutting-edge instructional materials, such as webinars (4), blog posts, and podcasts (3), covering techniques for handling gun crime cases, firearms tracing, gang suspect interview/interrogation, identification of armed suspects, recognizing hidden compartments in vehicles, and addressing implicit bias will be developed. A cadre of subject matter experts will be maintained to develop training resources which address the negative impact of crime and assist law enforcement in using evidence based policies and procedures. Relying on a variety of electronic media, IACP will research and publish information concerning trends in violent crime, the interdiction of firearms trafficking, and the impact of implicit bias on law enforcement. Designed to

supplement the training and technical assistance services, these publications will keep law enforcement officers and up to date on the latest violent crime trends and intelligence. Distribution will include IACP's membership database, U.S. Attorney's Offices, NTTAC, PSN national and federal partners, and PSN training participants, past and present.

4. Identification of Evidence-Based Strategies: The IACP will identify promising gun crime and gang violence prevention programs through review of the Crime Solutions website for distribution to PSN stakeholders, national partners, and Violence Reduction Network (VRN) sites to successfully implement evidence based and problem solving activities that utilize evidence based policies and procedures. Drawing on the expertise of IACP's membership, specifically the Indian Country Section, Firearms Committee, Smaller Agency Program, Juvenile Justice and Child Protection Committee, and the National Law Enforcement Model Policy Center, we will produce a minimum of 4 detailed policy briefs on crime gun and gang issues as they specifically affect populations such as juveniles, Native Americans, and those in rural communities.

CAPABILITIES AND COMPETENCIES

Since the inception of Project Safe Neighborhoods (PSN), IACP's Gun Violence Reduction initiative has provided training and technical assistance to over 10,000 chiefs, sheriffs, police officers, investigators, and prosecutors from 1,000 different agencies. With the support of BJA, and EOUSA, we frequently partner with the ATF, the Federal Bureau of Investigation (FBI), the National Alliance of Gang Investigators Associations (NAGIA), the National District Attorneys' Association (NDAA), and the National Crime Prevention Council (NCPC) to deliver PSN services. The IACP will continue these successful, collaborative partnerships to provide

law enforcement with the resources, training and technical assistance needed to interdict crime gun trafficking and intervene in gang activity.

Since the IACP began supporting PSN in 1996 through the present, we have achieved many accomplishments on which we will continue to build, including:

- Support of 14 PSN Anti-Gang Conference, including scholarships for law enforcement participants;
- Provision of PSN Firearms Interdiction training to hundreds of agencies and thousands of criminal justice participants;
- Development of supplemental training and technical assistance topics in response to requests include: *Characteristics of Armed Persons, Detecting Hidden Compartments, Firearms Training/Investigative Tools, Preparing a Case for Federal and State Prosecution, and Gang Suspect Interview/Interrogation/Debrief*;
- Facilitation and coordination of the largest IACP PSN TTA event, including over 2,000 line officers at the Los Angeles Convention Center in collaboration with U.S. Attorney's Office for the Central District of California, ATF, the Los Angeles Police Department, and the Los Angeles City Attorney's Office;
- Development of the IACP ATF Police Officer's Guide to Recovered Firearms mobile application, which is accessible from any phone or smart device. This tool assists the law enforcement community in properly identifying and describing guns associated with crimes, which results in more complete reports, and helps prosecutors build a stronger case against armed criminals. To date the app has been downloaded over 20,000 times, in more than a dozen countries;

- Provision of technical assistance to agencies in order to facilitate the processing of crime guns internally, to develop strategies for gathering crime gun intelligence from multiple sources, and make recommendations for;
- Publication of training keys including, Firearms Identification and Tracing, Firearms Recovery and Investigation, and a series of newsletters highlighting promising practices and emerging investigative technology;
- Publication and dissemination of crime gun interdiction strategies in newsletters, Police Chief Magazine, and on IACPNet;
- Delivery of timely, cutting edge workshops at IACP's Annual Conference including; *Characteristics of Armed Persons, Keeping Our Communities Safe: Increasing Firearm Safety through Research and Technology*, and *Fighting Violence using National Integrated Ballistics Information Network (NIBIN)*;
- Collaborative partnership with ATF's National Tracing Center and FBI's Law Enforcement Officer Killed and Assaulted (LEOKA) /Law Enforcement Online (LEO) to promote the practice of firearms tracing and officer safety; and
- Ongoing collaboration with the PSN national partners to maximize resources and benefits for participants including Michigan State University, National District Attorney's Association and the National Crime Prevention Council.

Over the past two decades, IACP has been addressing the complexities of gun violence reduction; there are currently several member-supported gun violence reduction initiatives at the IACP. In addition to Project Safe Neighborhoods, these initiatives include a partnership with the Joyce Foundation. The partnership with the Joyce Foundation produced two guidebooks, *Taking a Stand: Reducing Gun Violence in Our Communities* and *Reducing Gun Violence in Our*

Communities: A Leadership Guide for Law Enforcement on Effective Strategies and Programs, which provide a multi-disciplinary perspective on reducing gun violence. As a founding member of the National Law Enforcement Partnership to Prevent Gun Violence, IACP has shaped an alliance of 9 professional law enforcement organizations dedicated to addressing the unacceptable level of gun violence in the U.S.

In light of recent events shining a critical spotlight on law enforcement agencies, and the tactics and equipment that are employed to protect communities, the IACP held a National Policy Summit on Community-Police Relations. Facilitated by (b)(6) the IACP convened a range of stakeholders to discuss the myriad of issues and concerns which impact the relationship between police departments and the communities they serve. Based on the issues and recommendations raised, the IACP released the summit report, *IACP National Policy Summit on Community-Police Relations: Advancing a Culture of Cohesion and Community Trust*. Additionally, the IACP has contributed to the President's Task Force on 21st Century Policing and developed a series of town hall discussions focused on how trusting relationships are built between the police and those they serve are built, and how obstacles to these relationships can be overcome.

In both capacity and capability, the IACP stands alone in its ability to reach and influence law enforcement leaders due to its large and active membership. Founded in 1893, the IACP is the oldest and largest police executive membership organization in the world, with more than 22,000 members in over 100 countries. This expansive membership provides a means through which the PSN project team can reach thousands of law enforcement officers and community stakeholders to deliver training and technical assistance. In addition to chief executives and law enforcement personnel of all ranks, IACP members include criminal justice researchers,

university faculty, and private sector professionals. The IACP's committees, special interest sections, the Division of State Associations of Chiefs of Police (SACOP) and the State and Provincial Policing Division are valuable avenues for outreach and contact with engaged leaders. Relying on our established partnerships, IACP is uniquely positioned to leverage its organizational infrastructure to support outreach and a national awareness raising campaign to reach local law enforcement.

The IACP serves the needs of the criminal justice community by launching acclaimed programs, conducting groundbreaking research and providing exemplary products and services to its membership across the globe. Products delivered for previous projects include national policy summits, model policies, surveys and survey reports, nationwide promotional campaigns, print and electronic publications, websites, educational videos, training curricula, the provision of virtual and on-site technical assistance, training and provision of faculty, and planning and facilitating meetings, summits, and workshops of all sizes on a variety of law enforcement and criminal justice topics. The IACP has been instrumental in advancing breakthrough technologies and philosophies from the early years of its establishment to the present.

Through its many avenues of information sharing—The Police Chief Magazine with a circulation over 25,000 (and is available to a broader audience online); IACP Info with a circulation of over 35,000; IACPNet (online network which connects police leaders to emerging issues or resources); social media presence, various sections, committees, and divisions; the Annual Conference and Exposition (provides a forum to present workshops and disseminate resources to approximately 15,000 attendees); and our nationwide law enforcement training programs—IACP has been able to showcase many BJA programs and increase their adoption at the local level.

These resources combined with IACP's consistent involvement in the PSN initiative since its inception provides a solid foundation of PSN curriculum development, training delivery experience, subject matter expertise, and viable partnerships that IACP will build upon to continue to provide vital resources to the law enforcement community.

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

In order to provide BJA with the data necessary for performance measures, project staff will conduct a satisfaction assessment on site at each training event. All participants are required to sign in on each event day prior to the start of training in order to track the number of participants and agencies. Project staff will continue to distribute satisfaction surveys to assess each block of instruction and the instructor to demonstrate improvement of knowledge in each area and to track ratings. By exchanging certificates of completion for surveys, IACP ensures a high rate of response. The IACP will continue to provide required data from the evaluations to BJA on a quarterly basis via the Training and Technical Assistance Reporting Portal.

Pre- and post-technical assistance satisfaction assessments will be administered with agencies receiving technical assistance. The IACP conducts proactive follow up activities in three and six month intervals to determine whether change has been affected. The IACP will provide BJA with the number of events conducted, participants in attendance, attendees that showed improvement, developed/disseminated publications, website hits, and direct requests. Due to the high volume of foot traffic at the IACP information booth at the annual conference, estimates for publication dissemination will also be provided based on the number of publications shipped and returned. In this manner, IACP will continue to evaluate, modify, and

enhance our training and technical assistance to meet the needs of law enforcement and ensure goals and objectives are achieved.

The IACP will work with federal and national PSN partners to ensure that firearm resources and training materials will be accessible beyond current funding. In addition to a limited print release for distribution during the IACP annual conference, electronic versions of materials will be available through IACP's various electronic venues such as the Gun Violence Reduction webpages and IACPNet. Not only will this provide sustainability for project resources, it will also allow agencies who are unable to travel to TTA events access to information and resources to assist with their specific crime gun and gang violence problems.

International Association of Chiefs of Police

Proposed Budget

Project Safe Neighborhood (PSN) Project

Expense Description	FY2016	FY2017	Total
A. PERSONNEL			\$ 88,792
<i>Original Budget Salary</i>			
<i>Yr 2 Salary</i>			
<i>% of Time</i>			
IACP Research & Programs Division Director	\$ 2,700	\$ 2,781	
Program Manager	8,300	8,549	
Project Manager	19,140	19,714	
Project Assistant	13,600	14,008	
	\$ 43,740	\$ 45,052	
B. FRINGE	13,472	13,876	27,348
@			
(b)(4)			
C. TRAVEL			7,896
<u>Staff Travel to eight (8) PSN National TA Training Events (4- FY16; 4- FY17):</u>			
Airfare \$600/ trip x 8 trips x 1 IACP staff	2,400	2,400	
Lodging \$150/night + \$20/ taxes x 1 night x 8 trips x 1 IACP staff	680	680	
Meals and incidentals \$71/day x 2 days x 8 trips x 1 IACP staff	568	568	
Ground transportation @ \$75/ trip x 8 trips x 1 IACP staff	300	300	
	3,948	3,948	
D. EQUIPMENT			-
No capitalized equipment is necessary to facilitate this project.			
	-	-	
	-	-	
E. SUPPLIES			960
Consumable office supplies @ \$40 per month	480	480	
	480	480	
F. CONTRACTUAL			33,744
<u>Consultant Travel to Twelve (12) PSN National TA Training Events (6-FY16; 6-FY17):</u>			
Airfare \$600/ trip x 12 trips x 1 consultant	3,600	3,600	
Lodging \$150/night + \$20/ taxes x 1 night x 12 trips x 1 consultant	1,020	1,020	
Meals and incidentals \$71/day x 2 days x 12 trips x 1 consultant	852	852	
Ground transportation @ \$75/ trip x 12 trips x 1 consultant	450	450	
Consulting Services @ \$650/ day	7,800	7,800	
Total days =			24
Four (4) Web-based trainings -- one consultant @ \$450 per day (2-FY16/2-FY17)	900	900	
Three (3) Podcasts--one consultant @ \$450/day (1-FY16/2-FY17)	450	900	
Three (3) Case-Studies -- one consultant @ \$450/day (1-FY16/2-FY17)	450	900	
Four (4) Policy Briefs-- one consultant @ \$450 per day (2-FY16/2-FY17)	900	900	
	16,422	17,322	
G. OTHER			37,721
Communications:			
Ordinary telephone - long distance, conference call and fax (\$20 per month)	240	240	
Direct Facility Costs:			
<i>Facility costs include expenses directly attributable to the project personnel, including work space and utilities and are billed by the percentage of time/salary costs billed to the project times a rate of \$9 per square foot of office space.</i>			
	<i>Months per Year</i>	<i>Price per Sq. Ft.</i>	<i>Total Sq. Ft.</i>
			<i>% of Time</i>
RPD Director	12		
Program Manager	12		
Project Manager	12	(b)(4)	
Project Assistant	12		
			346
			1,080
			2,281
			2,765
Direct Computer/ Database Services:			
<i>Computer and database service costs include expenses directly attributable to the project personnel, including IT support, Microsoft Office 365 subscriptions for project staff, cloud storage and are billed by the percentage of time/salary costs billed to the project times \$1,050</i>			
	<i>Months per Year</i>	<i>Monthly Rate</i>	<i>% of Time</i>

International Association of Chiefs of Police

Proposed Budget

Project Safe Neighborhood (PSN) Project

Expense Description	FY2016	FY2017	Total
RPD Director 12	252	252	
Program Manager 12	1,260	1,260	
Project Manager 12 (b)(4)	4,158	4,158	
Project Assistant 12	5,040	5,040	
Printing costs:			
Normal duplicating costs (\$60 per month)	720	720	
Duplication of case studies and policy briefs for one IACP Annual Conference		478	
Postage and document handling:			
General postage and courier services (\$40 per month)	480	480	
	18,621	19,099	
TOTAL DIRECT COSTS	\$ 96,683	\$ 99,778	\$ 196,461
H. INDIRECT COSTS @	(b)(4)		53,539
TOTAL	\$ 123,004	\$ 126,996	\$ 250,000

A. PERSONNEL

Research and Programs Division Director

The IACP Research and Programs Division Director, (b)(6) will be responsible for senior management oversight and policy direction of the project. Annual salary for the Director is budgeted at (b)(4) and he is expected to devote (b)(4) (b)(4) of his time toward the project for a total of \$2,700 during FY16.

The IACP Research and Programs Division Director, (b)(6) will be responsible for senior management oversight and policy direction of the project. Annual salary for the Director is budgeted at (b)(4) and he is expected to receive a (b)(4) merit increase in the second year. He is expected to devote (b)(4) (b)(4) of his time toward the project for a total of \$2,781 during FY17.

Program Manager

The IACP Program Manager, (b)(6) will oversee all aspects of the project. Annual salary for the Program Manager is budgeted at (b)(4) and is expected to devote (b)(4) ten percent of her time toward the project for a total of \$8,300 during FY16.

The IACP Program Manager, (b)(6) will oversee all aspects of the project. Annual salary for the Senior Program Manager is budgeted at (b)(4) (includes a (b)(4) merit increase in the second year) and is expected to devote (b)(4) of her time toward the project for a total of \$8,549 during FY17.

Project Manager

The IACP Project Manager, (b)(6) will manage the day to day operations of the project. Annual salary for the Project Manager is budgeted at (b)(4) and is expected to devote (b)(4) of her time toward project for a total of \$19,140 during FY16.

The IACP Project Manager, (b)(6) will manage the day to day operations of the project. Annual salary for the Project Manager is budgeted at (b)(4) (includes a (b)(4) (b)(4) merit increase in the second year) and is expected to devote (b)(4) of her time toward the project for a total of \$19,714 during FY17.

Project Assistant

The IACP Project Assistant, (b)(6) will assist the Project Manager in all aspects of the project. (b)(6) will be responsible for coordinating all instruction materials, training events and the publication and dissemination of all documents. Annual salary for the Project Assistant is budgeted at (b)(4) and he is expected to devote (b)(4) of his time toward the project for a total of \$13,600 during FY16.

The IACP Project Assistant, (b)(6) will assist the Project Manager in all aspects of the project. (b)(6) will be responsible for coordinating all instruction materials, training events and the publication and dissemination of all documents. Annual salary for the Project Assistant is budgeted at (b)(4) (includes a (b)(4) merit increase in the second year) and is expected to devote (b)(4) of his time toward the project for a total of \$14,008 during FY17.

IACP Visiting Fellow

At no cost to the project, the IACP will enlist the services of a law enforcement fellow. Visiting fellows continue to be paid by their department, but support the IACP efforts for a period of one year. Under the supervision of the project management team, the fellow will assist in the development of all PSN National Training and Technical Assistance program deliverables. Agency and candidate selection will be based on experience with violence reduction training, community policing, research, and evaluation efforts on emerging issues in law enforcement.

FY16 personnel expenditures are budgeted at \$43,740.

FY17 personnel expenditures are budgeted at \$45,052.

Total personnel expenditures are budgeted at \$88,792.

B. FRINGE BENEFITS

IACP contributes to the following fringe benefits for its employees: unemployment insurance, workers' compensation, FICA, health insurance, and matching contributions to a qualified defined contribution retirement plan. Leave time costs are also included in the IACP fringe benefit rate. These are salary costs for vacation leave, sick leave, and holiday pay. The approved IACP fringe benefit provisional rate is 30.8%. This rate is applied to direct-charged salaries.

FY16 total fringe benefits for this project are \$13,472.

FY17 total fringe benefits for this project are \$13,876.

Total fringe expenditures are budgeted at \$27,348.

C. TRAVEL

During FY16, an estimated (6) six PSN National TA training events will be conducted at locations yet to be determined by BJA. One IACP staffer will travel to four of the six training events. Airfare is budgeted at \$600 per trip for one IACP staff member to attend 4 training events totaling \$2,400. Lodging is budgeted at an average rate of \$150 per night plus \$20 in taxes per night for one night for four trips for one IACP staff member for a total of \$680. Meals and incidentals are budgeted at an average CONUS rate of \$71 per day for 2 days for four trips for one IACP staff member for a total of \$568. Ground transportation is estimated for mileage,

airport parking and cab fare at \$75 per trip for four trips for one traveler for a total of \$300. Total staff travel expenditures for the four (4) PSN National TA training events during FY16 are estimated at \$3,948.

During FY17, an estimated six PSN National TA training events will be conducted at locations yet to be determined by BJA. One IACP staffer will travel to four of the six training events. Airfare is budgeted at \$600 per trip for one IACP staff member to attend 4 training events totaling \$2,400. Lodging is budgeted at an average rate of \$150 per night plus \$20 in taxes per night for one night for four trips for one IACP staff member for a total of \$680. Meals and incidentals are budgeted at an average CONUS rate of \$71 per day for 2 days for four trips for one IACP staff member for a total of \$568. Ground transportation is estimated for mileage, airport parking and cab fare at \$75 per trip for four trips for one traveler for a total of \$300. Total staff travel expenditures for the four (4) PSN National TA training events during FY17 are estimated at \$3,948.

FY16 (Staff) Travel costs are budgeted at \$3,948

FY17 (Staff) Travel costs are budgeted at \$3,948

Total staff travel expenditures are budgeted at \$7,896.

D. Equipment

No capitalized equipment is necessary to facilitate this project.

E. SUPPLIES

Consumable office supplies for general operations of the project are estimated at \$40 per month for a total of \$480 per year. This includes the cost of file folders, binders, pens, binder/paper clips, staples, and similar consumable office supplies. Total supply expenditures are estimated at \$480 during FY16.

During FY17, consumable office supplies for general operations of the project are estimated at \$40.00 per month for a total of \$480.

FY16 Supply expenditures are budgeted at \$480.

FY17 Supply expenditures are budgeted at \$480.

Total supply expenditures are budgeted at \$960.

F. CONTRACTUAL

During the project period, IACP staff plan to conduct twelve (12) PSN National TA training events (six each year) at locations yet to be determined by BJA. Funding is requested for one consultant to facilitate and provide technical assistance.

During FY16, airfare is budgeted at \$600 per trip for one consultant x 6 trips for a total of \$3,600. Lodging is budgeted at an average rate of \$150 per night plus \$20 in taxes per night for one night for six trips for one consultant for a total of \$1,020. Meals and incidentals are budgeted at an average CONUS rate of \$71 per day for two days for six trips for one consultant for a total of \$852. Ground transportation is estimated for mileage, airport parking and cab fare at \$75 per trip for six trips for one traveler for a total of \$450. Consulting fees to facilitate and provide technical assistance for these trainings are estimated at a rate of \$650 per day for two days for each training for a total of \$7,800. Day one includes a travel day, course prep, and meeting with leadership from the requesting agency and officers. Day two includes the day of instruction and a question/answer session. Total consultant travel costs for the six (6) PSN National TA training events during FY16 are estimated at \$13,722.

During FY17, airfare is budgeted at \$600 per trip for one consultant x 6 trips for a total of \$3,600. Lodging is budgeted at an average rate of \$150 per night plus \$20 in taxes per night for one night for six trips for one consultant for a total of \$1,020. Meals and incidentals are budgeted at an average CONUS rate of \$71 per day for two days for six trips for one consultant for a total of \$852. Ground transportation is estimated for mileage, airport parking and cab fare at \$75 per trip for six trips for one traveler for a total of \$450. Consulting fees to facilitate and provide technical assistance for these trainings are estimated at a rate of \$650 per day for two days for each training for a total of \$7,800. Day one includes a travel day, course prep, and meeting with leadership from the requesting agency and officers. Day two includes the day of instruction and a question/answer session. Total consultant travel costs for the six (6) PSN National TA training events during FY17 are estimated at \$13,722.

During FY16, for each web based training (2) and podcast (1) Subject Matter Experts (SMEs) will be contracted to develop curricula and provide training in their area of expertise. SMEs will be expected to spend one full day with program staff reviewing drafts of the presentation, conducting the training, and debriefing with program staff following the training. We will have one (1) SME consultant for each web-based training (2) and podcast (1) at the consulting rate of \$450/day to equal \$1,350.

During FY17, each web based training (2) and podcast (2) Subject Matter Experts (SMEs) will be contracted to develop curricula and provide training in their area of expertise. SMEs will be expected to spend one full day with program staff reviewing drafts of the presentation, conducting the training, and debriefing with program staff following the training. We will have one (1) SME consultant for each web-based training (2) and podcast (2) at the consulting rate of \$450/day to equal \$1,800.

During FY16, SMEs will be expected to spend one full day with program staff in the development of case studies (1) and policy briefings (2) for guidance and agreement with regards to reviewing the publication and making modifications at a rate of \$450 per day for three days to equal \$1,350.

During FY17, SMEs will be expected to spend one full day with program staff in the development of case studies (2) and policy briefings (2) for guidance and agreement with regards

to reviewing the publication and making modifications at a rate of \$450 per day for four days to equal \$1,800.

FY16 contractual costs are budgeted at \$16,422.

FY17 contractual costs are budgeted at \$17,322.

Total contractual costs are budgeted at \$33,744.

G. OTHER

Communications:

Ordinary telephone (local and long distance), webinars and conference calls are budgeted for \$20 per month during FY16 for a total of \$240.

Ordinary telephone (local and long distance), webinars and conference calls are budgeted for \$20 per month during FY17 for a total of \$240.

Direct Facility Costs:

Facility costs include expenses directly attributable to the project personnel, including work space and utilities and are billed by 'the percentage of time/salary costs billed to the project x (b)(4) per square foot of office space. (*Calculations have been rounded.*)

Office space rent for the Research Center Division Director includes (b)(4) per square foot x (b)(4) total square foot (b)(4) percent of time totaling (b)(4) over 12 months. Cubicle space rent for the Program Manager includes (b)(4) per square foot (b)(4) total square feet (b)(4) of time totaling \$1,080 over 12 months. Cubicle space rent for the Project Manager includes (b)(4) square foot (b)(4) total square (b)(4) of time totals \$2,280.96 over 12 months. Cubicle space rent for the Project Assistant includes (b)(4) x 64 total square feet (b)(4) (b)(4) of time totals \$2,764.80 over 12 months. Total direct facility costs during FY16 are budgeted at \$6,471.36.

Office space rent for the Research and Programs Division Director includes (b)(4) foot (b)(4) total square foot (b)(4) of time totaling \$345.60 over 12 months. Cubicle space rent for the Program Manager includes (b)(4) total square feet (b)(4) of time totaling \$1,080 over 12 months. Cubicle space rent for the Project Manager includes (b)(4) x (b)(4) of time totals \$2,280.96 over 12 months. Cubicle space rent for the Project Assistant includes (b)(4) x (b)(4) x (b)(4) of time totals \$2,764.80 over 12 months. Total direct facility costs during FY17 are budgeted at \$6,471.36.

Computer and Database Services

Computer and database service costs include expenses directly attributable to the project personnel, including IT support, Microsoft Office 365 subscriptions for project staff, cloud storage and are billed by the percentage of time/salary costs billed to the project x \$1,050/month.

Computer and database service for the Research and Programs Division Director includes the monthly rate of \$1,050 x 12 months x 2 percent of time totaling \$252. Computer and database service for the Program Manager includes the monthly rate of \$1,050 x 12 months x 10 percent of time totaling \$1,260. Computer and database service for Project Manager includes the monthly rate of \$1,050 x 12 months x 33 percent of time totaling \$4,158. Computer and database service for the Project Assistant includes the monthly rate of \$1,050 x 12 months x 40 percent of time totaling \$5,040. Total computer/database services costs during FY16 are budgeted at \$10,710.

Computer and database service for the Research and Programs Division Director includes the monthly rate of \$1,050 x 12 months x 2 percent of time totaling \$252. Computer and database service for the Program Manager includes the monthly rate of \$1,050 x 12 months x 10 percent of time totaling \$1,260. Computer and database service for Project Manager includes the monthly rate of \$1,050 x 12 months x 33 percent of time totaling \$4,158. Computer and database service for the Project Assistant includes the monthly rate of \$1,050 x 12 months x 40 percent of time totaling \$5,040. Total computer/database services costs during FY17 are budgeted at \$10,710.

Printing:

Ordinary printing costs are estimated at \$60 per month during FY16 for a total of \$720.

During FY17, ordinary printing costs are estimated at \$60 per month for a total of \$720. We anticipate that the duplication of publications for distribution at one IACP annual conference will cost \$478 (estimated +/-415 color copies x \$1.15 per copy). Total FY17 printing costs are estimated at \$1,198.

Postage:

During FY16, ordinary postage is estimated at \$40 per month for a total of \$480.

During FY17, ordinary postage is estimated at \$40 per month for a total of \$480.

Total postage costs are estimated at \$960.

Total FY16 other costs are budgeted at \$18,621.

Total FY17 other costs are budgeted at \$19,100.

Total other costs are budgeted at \$37,721.

Total FY16 direct costs are estimated at \$96,683.

Total FY17 direct costs are estimated at \$99,778.

Total direct costs are estimated at \$196,461.

H. INDIRECT COSTS

The IACP utilizes the simplified allocation method as prescribed in the Code of Federal Regulation in the computation of its indirect cost. As a result, indirect costs are calculated at the federal provisional rate of 29.0% of the total direct costs, less capitalized equipment costs and costs for any consultant or contractor paid in excess of \$25,000. This rate was approved by the U.S. Department of Justice, the IACP's cognizant agency, on July 22, 2014 (a copy of which is attached and incorporated herein).

Total indirect costs for FY16 are budgeted at \$26,321.

Total indirect costs for FY17 are budgeted at \$27,218.

Total indirect costs are budgeted at \$53,539.

Total FY16 costs are budgeted at \$123,004.

Total FY17 costs are budgeted at \$126,996.

Total project costs are estimated at \$250,000.