

Grant Application Package

Opportunity Title:	SMART FY 17 Support for Adam Walsh Act Implementation G
Offering Agency:	Department of Justice
CFDA Number:	
CFDA Description:	
Opportunity Number:	SMART-2017-4840
Competition ID:	
Opportunity Open Date:	05/15/2017
Opportunity Close Date:	06/29/2017
Agency Contact:	Samantha Opong Acting Associate Director E-mail: Samantha.Opong@usdoj.gov Phone: 202-514-9320

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

Application Filing Name:	Florida Department of Law Enforcement
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Select Forms to Complete

Mandatory

[Application for Federal Assistance \(SF-424\)](#)

[Project Narrative Attachment Form](#)

[Other Attachments Form](#)

[Budget Narrative Attachment Form](#)

[Disclosure of Lobbying Activities \(SF-LLL\)](#)

[Financial Management and System of Internal Controls Questionnaire](#)

Optional

[Faith Based EEO Survey](#)

Instructions

[Show Instructions >>](#)

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

Application for Federal Assistance SF-424

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify): _____
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* 3. Date Received: Completed by Grants.gov upon submission.	4. Applicant Identifier: _____
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5a. Federal Entity Identifier: _____	5b. Federal Award Identifier: _____
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State Use Only:

6. Date Received by State: _____	7. State Application Identifier: _____
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8. APPLICANT INFORMATION:

* a. Legal Name: Florida Department of Law Enforcement	
* b. Employer/Taxpayer Identification Number (EIN/TIN): 593459505	* c. Organizational DUNS: 8093967810000

d. Address:

* Street1: PO Box 1489
Street2: _____
* City: Tallahassee
County/Parish: _____
* State: FL: Florida
Province: _____
* Country: USA: UNITED STATES
* Zip / Postal Code: 32303-1489

e. Organizational Unit:

Department Name: _____	Division Name: _____
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f. Name and contact information of person to be contacted on matters involving this application:

Prefix: _____	* First Name: Sherry
Middle Name: _____	
* Last Name: Gomez	
Suffix: _____	

Title: Chief of Policy Development and Planning

Organizational Affiliation: _____

* Telephone Number: (850) 410-7094	Fax Number: _____
---	--------------------------

*** Email:** SherryGomez@fdle.state.fl.us

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

A: State Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Department of Justice

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

*** 12. Funding Opportunity Number:**

SMART-2017-4840

* Title:

SMART FY 17 Support for Adam Walsh Act Implementation Grant Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

SMART FY 17 Support for Adam Walsh Act Implementation Grant Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="182,895.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="182,895.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: * Date Signed:

Project Narrative File(s)

* Mandatory Project Narrative File Filename:

Add Mandatory Project Narrative File

Delete Mandatory Project Narrative File

View Mandatory Project Narrative File

To add more Project Narrative File attachments, please use the attachment buttons below.

Add Optional Project Narrative File

Delete Optional Project Narrative File

View Optional Project Narrative File

Other Attachment File(s)

* **Mandatory Other Attachment Filename:**

To add more "Other Attachment" attachments, please use the attachment buttons below.

Budget Narrative File(s)

* Mandatory Budget Narrative Filename:

Add Mandatory Budget Narrative

Delete Mandatory Budget Narrative

View Mandatory Budget Narrative

To add more Budget Narrative attachments, please use the attachment buttons below.

Add Optional Budget Narrative

Delete Optional Budget Narrative

View Optional Budget Narrative

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB
4040-0013

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
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4. Name and Address of Reporting Entity:

Prime SubAwardee

* Name:

* Street 1: Street 2:

* City: State: Zip:

Congressional District, if known:

5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:

6. * Federal Department/Agency: <input type="text" value="US Department of Justice"/>	7. * Federal Program Name/Description: <input type="text"/> CFDA Number, if applicable: <input type="text"/>
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8. Federal Action Number, if known: <input type="text"/>	9. Award Amount, if known: \$ <input type="text"/>
--	--

10. a. Name and Address of Lobbying Registrant:

Prefix * First Name Middle Name

* Last Name Suffix

* Street 1 Street 2

* City State Zip

b. Individual Performing Services (including address if different from No. 10a)

Prefix * First Name Middle Name

* Last Name Suffix

* Street 1 Street 2

* City State Zip

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* Signature:

* Name: Prefix * First Name Middle Name

* Last Name Suffix

Title: Telephone No.: Date:



**U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS**

OMB Number: 1121-0329
Expiration Date: 12/31/2018

FINANCIAL MANAGEMENT AND SYSTEM OF INTERNAL CONTROLS QUESTIONNAIRE

The financial management system of each non-Federal entity must provide for the following

- Retention requirements for records
- Requests for transfer of records
- Methods for collection, transmission and storage of information
- Access to records
- Restrictions on public access to records

- (1) Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received. Federal program and Federal award identification must include, as applicable, the CFDA title and number, Federal award identification number and year, name of the Federal agency, and name of the pass-through entity, if any.
- (2) Accurate, current, and complete disclosure of the financial results of each Federal award or program.
- (3) Records that identify adequately the source and application of funds for federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.
- (4) Effective control over, and accountability for, all funds, property, and other assets. The non-Federal entity must adequately safeguard all assets and assure that they are used solely for authorized purposes.
- (5) Comparison of expenditures with budget amounts for each Federal award.
- (6) Written procedures to document the receipt and disbursement of Federal funds including procedures to minimize the time elapsing between the transfer of funds from the United States Treasury or the pass-through entity and the disbursement by the non-Federal entity whether the payment is made by electronic funds transfer, or issuance or redemption of checks, warrants, or payment by other means.
- (7) Written procedures for determining the allowability of costs.

APPLICANT ORGANIZATIONAL INFORMATION

1. Name of Organization and Address:

Organization Name:
Street1:
Street2:
City:
State:
Zip Code:

2. Authorized Representative's Name and Title:

Prefix: First Name: Middle Name:
Last Name: Suffix:
Title:

3. Phone: 4. Fax:

5. Email:

6. Year Established: 7. Employer Identification Number (EIN): 8. DUNS Number:

9. Type of Organization:

- State Municipality Non-Profit Higher Education Tribal For-Profit
 Other:



**U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS**

OMB Number: 1121-0329
Expiration Date: 12/31/2018

AUDIT INFORMATION

An audit is conducted using generally accepted auditing standards (GAAS) or Generally Accepted Governmental Auditing Standards (GAGAS) and results in an audit report with an opinion.

10. The organization has undergone the following types of audit(s)(Please check all that apply):

- OMB A-133 Single Audit
- Financial Statement Audit
- Defense Contract Agency Audit (DCAA)
- None
- Programmatic Audit & Agency:

Other Audit & Agency:

11. Most Recent Audit: Within the past 12 months Within the past two years More than two years

Name of Audit Agency/Firm: Florida Auditor General

AUDITOR'S OPINION:

12. On the most recent audit, what was the auditor's opinion?

- Unqualified Opinion
- Qualified Opinion
- Disclaimer, Going Concern or Adverse Opinions

Please enter the number of findings:

Please enter the amount of questioned costs:

Were material weaknesses noted in either the Financial Statement or Single Audit? Yes No

ACCOUNTING SYSTEM

13. Which of the following best describes your accounting system:

- Manual
- Automated
- Combination

14. Does the accounting system identify the receipt and expenditure of program funds separately for each grant?

- Yes
- No
- Not Sure

15. Does the accounting system provide for the recording of expenditures for each grant/contract by budget cost categories shown in the approved budget?

- Yes
- No
- Not Sure

16. Does your accounting system have the capability to document the recording of cost sharing or match for each grant? Can you determine if documentation is available to support recorded match or cost share?

- Yes
- No
- Not Sure

17. Are time distribution records maintained for each employee that specifically identify effort charged to a particular grant or cost objective?

- Yes
- No
- Not Sure

18. Does the accounting/financial system include budgetary controls to preclude incurring obligations or costs in excess of total funds available or by budget cost category (e.g. Personnel, Travel, etc.)?

- Yes
- No
- Not Sure

19. Is the organization familiar with the existing Federal regulation and guidelines containing the Cost Principles and procedures for the determination and allowance of costs in connection with Federal grants?

- Yes
- No
- Not Sure



**U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS**

OMB Number: 1121-0329
Expiration Date: 12/31/2018

PROPERTY STANDARDS, PROCUREMENT STANDARDS, AND TRAVEL POLICIES

PROPERTY STANDARDS

20. Does your property management system(s) provide for maintaining: (1) a description of the equipment; (2) an identification number; (3) source of the property, including the award number; (4) where title vests; (5) acquisition date; (6) federal share of property cost; (7) location and condition of the property; (8) acquisition cost; & (9) ultimate disposition information?

Yes No Not Sure

PROCUREMENT STANDARDS

21. Does your organization maintain written procurement procedures which (1) avoid unnecessary purchases; (2) provide an analysis of lease and purchase alternatives; and (3) provide a process for soliciting goods and services?

Yes No Not Sure

22. Does your procurement system provide for the conduct to determine selection on a competitive basis and documentation of cost or price analysis for each procurement action?

Yes No Not Sure

23. Does your procurement system include provisions for checking the "Excluded Parties List" system for suspended or debarred sub-grantees and contractors, prior to award? <https://www.sam.gov/>

Yes No Not Sure

TRAVEL POLICY

24. Does your organization:

(a) maintain a standard travel policy? Yes No

(b) adhere to the Federal Travel Regulation? (FTR) Yes No

SUBRECIPIENT MANAGEMENT AND MONITORING

25. (For Pass-through entities only). Does your organization have controls in place to monitor activities of subrecipients, as necessary, to determine that Federal awards are used for authorized purposes in compliance with laws, regulations, and the provisions of the award and that performance goals are achieved (2 CFR200)?

Yes No Not Sure
 N/A (Your organization does not make subawards.)

STANDARDS FOR FINANCIAL MANAGEMENT SYSTEMS AND APPLICANT CERTIFICATION

I certify that the above information is complete and correct to the best of my knowledge. This document must be certified by the organization's Authorized Representative, Executive Director, Chief Financial Officer, Chairman of the Board of Directors, or similar position.

Name:

Date:

Title: Executive Director Chief Financial Officer Chairman
 Other

Phone:

Project Abstract



Part 1: Please identify the applicant point of contact (POC)

OMB No. 1121-0329
Approval Expires 07/31/2016

Applicant POC	
Organization Name	Florida Department of Law Enforcement
POC Name	Mary Coffee, Policy/Planning Administrator
Phone Number	850/410-8784
Email Address	MaryCoffee@fdle.state.fl.us
Mailing Address	P.O. Box 1489 Tallahassee, Florida 32302

Part 2: Please identify the application

Application Information	
Solicitation Name	SMART-2017-4840
Project Title	Improving Sexual Predator/Offender Monitoring in Florida
Proposed Start Date	October 2017
Proposed End Date	September 2019
Funding Amount Requested	\$182,895

Part 3: Please identify the project location and applicant type

Project Location and Applicant Type	
Project Location (City, State)	Statewide
Applicant Type (Tribal Nation, State, County, City, Nonprofit, Other)	State - Florida



Part 4: Please provide a project abstract

Enter additional project abstract information. Unless otherwise specified in the solicitation, this information includes:

- Brief description of the problem to be addressed and target area and population
- Project goals and objectives
- Brief statement of project strategy or overall program
- Description of any significant partnerships
- Anticipated outcomes and major deliverables

Text should be single spaced; do not exceed 400 words.

Project Abstract

Florida is the third largest state in the nation with a population of more than 20 million people. There are over 40,000 certified law enforcement officers in 326 police departments and sheriffs offices charged with protecting and serving this population. As part of its responsibility to Florida's criminal justice community, the Florida Department of Law Enforcement (FDLE), Enforcement and Investigative Services, Database Management and Offender Registry unit houses and maintains the state's sexual predator/offender database. This unit, staffed with six analysts, helps to monitor and track approximately 12,000 registered predators and 58,000 registered offenders. Now more than 10 years old, the database runs on an unsupported platform incapable of interfacing with the spectrum of operating systems and mobile applications in use by law enforcement agencies who have the responsibility to monitor sexual predators/offenders in their jurisdictions. The database must be flexible enough to accommodate frequent change in sexual predator/offender requirements, and staff must remain current on Florida and national laws regarding registration issues.

FDLE has funds to rebuild the database, but seeks funding to support the design and planning phase of the project. The project will also require FDLE to build a technology test environment, purchasing a variety of mobile devices and operating systems for testing new programming to ensure the new system will properly interface with all users when it is released. Funding is also needed to provide updated training and reference materials to Florida's local law enforcement users, and to maintain the knowledge and skills of FDLE's Registry staff that serves them.

FDLE will host four steering committee meetings over the next two years to help refine system requirements and business rules. Equipment will be purchased to establish a robust test environment for system development. FDLE will host two annual user training symposiums and publish updated reference materials to ensure Florida's law enforcement users have current, accurate, and accessible information related to sexual predator/offender registration requirements. Additionally, the Agency will send Registry staff to two annual national conferences to ensure staff remains knowledgeable of national laws and registry changes. Lastly, FDLE will provide equipment to Registry staff to improve efficiency when traveling off site for court testimony or conferences.



Part 5: Please indicate whether OJP has permission to share the project abstract

If the applicant is willing for the Office of Justice Programs (OJP), in its discretion, to make the information in the project abstract above publicly available, please complete the consent section below. Please note, the applicant's decision whether to grant OJP permission to publicly release this information will not affect OJP's funding decisions. Also, if the application is not funded, granting permission will not guarantee that information will be shared, nor will it guarantee funding from any other source.

Permission not granted

Permission granted (Fill in authorized official consent below.)

On behalf of the applicant named above, I consent to the information in the project abstract above (including contact information) being made public, at the discretion of OJP consistent with applicable policies. I understand that this consent is only necessary to the extent that my application is unfunded; information submitted in an application that is funded (including this abstract) is always releasable to the public consistent with FOIA rules. I certify that I have the authority to provide this consent.

Authorized Official (AO) Consent	
Signature	Date
	7/4/17
AO Name	Michelle Pyle
Title	Director Business Support Program
Organization Name	Florida Department of Law Enforcement
Phone Number	850/410-7136
Email Address	MichellePyle@fdle.state.fl.us

Note: This document is to be submitted as a separate attachment with a file name that contains the words **"Project Abstract."**



PROGRAM NARRATIVE

Purpose: To enhance Florida's effectiveness in maintaining compliance with the Sex Offender Registration and Notification Act (SORNA), and enforcement of sexual predator/offender registration laws,

Scope: Using funding from the SMART-2017 federal grant, FDLE will employ a three pronged approach to improve data base functionality, provide training and updated reference resources for local law enforcement users, and enhance knowledge and efficiency of Registry staff to improve sexual offender/predator monitoring and tracking in Florida.

Goals/Objectives:

1. *Enhance functionality of Florida's sexual predator/offender database* by refining new system requirements and establishing a technology environment for development and testing of program improvements.

FDLE received legislative funding to update Florida's sexual offender/predator registry in FY 2017/18. Funding requested in this grant application is outside the scope of state funding received and will be used to facilitate implementation of the Registry update. Information regarding functionality, user access and interfaces, system reports and system business rules is critical to ensure that the new system meets the needs of the Registry stakeholders and staff. To begin the rebuild process FDLE requests funds to establish a stand-alone environment for development/testing of expanded Registry System functionality prior to new system release; and to organize and host four (4) Sexual Offender System Steering Group meetings, bi-annually over two years, to engage law enforcement partners for review, discussion, feedback, and functionality testing.

2. ***Ensure Florida's local law enforcement users have current information and reference materials*** regarding changes in sexual predator/offender laws by sponsoring law enforcement user training symposiums and providing updated user reference materials.

FDLE will plan and organize two (2) annual statewide Florida Sexual Offender Registration and Enforcement Symposiums. These training opportunities will provide continuing education and information sharing opportunities regarding changes to registration requirements and laws, and provide a forum for law enforcement partners to share effective methods and strategies of sustainable registration and enforcement implementation. FDLE also requests funds to update and publish new reference documentation for law enforcement patrol divisions, state attorneys, registration units, booking facilities, and criminal justice partners.

3. ***Maintain a knowledgeable, trained, and well equipped Registry staff*** by providing training opportunity and technology to improve work efficiency.

FDLE's Registry staff is the liaison between state and local law enforcement partners, the public, and the national sexual predator/offender database. They routinely offer advice and counsel to members of these stakeholder groups and must be knowledgeable regarding state and national sexual offender and predator laws, registration and notification requirements. FDLE requests funds to send six Registry staff members to the national symposium/training on Sex Offender Registration and Notification Act (SORNA) compliance and innovations in improving sex offender registration. Additionally, FDLE requests funds to purchase tablets for Registry analysts who often travel off site for court testimony, training, or presentations and currently must carry volumes of reference documents to ensure accuracy of the

information they are providing. The new equipment will facilitate remote access to sexual predator/offender database records, improving job efficiency.

Statement of the Problem

Florida is the third largest state in the nation with a population of more than 20 million people. There are over 40,000 certified law enforcement officers in 326 police departments and sheriff offices charged with protecting and serving the state's population. As part of its responsibility to Florida's criminal justice community, the Florida Department of Law Enforcement (FDLE), Enforcement and Investigative Services, Offender Registration and Data Management unit houses and maintains the state's sexual predator/offender database. This unit helps to monitor and track approximately 12,000 registered predators and 58,000 registered offenders. Registry Laws regarding sexual offender/predator registration at the local, state, federal, and international levels are continually evolving because of changes in technology, statutes, and case law. FDLE must ensure that records remain consistent with registration requirements, reflect accurate information, and are accessible to law enforcement partners responsible for monitoring sexual predators and offenders residing or visiting this state. FDLE also has a responsibility to ensure that Registry staff remains current with state/federal laws and requirements related to sexual predators and offenders so they can provide proper training and guidance to local agencies, and a duty to provide law enforcement partners working with this population in their jurisdictions with up to date training and reference materials.

Now more than 10 years old, the existing database runs on an unsupported platform incapable of interfacing with the spectrum of operating systems and mobile applications in use by law enforcement agencies today. Current user needs demand a database with ability to integrate with multiple operating systems and mobile platforms for expanded system access; and sufficient flexibility to accommodate frequent change in sexual predator/offender requirements.

FDLE received legislative funding to rebuild Florida's sex offender/predator database, and now seeks funding to help refine new system requirements and business rules, build a test environment for the new system, update and train local law enforcement regarding new registration and system requirements, and keep registry staff knowledge, skills, and abilities current in the ever changing environment of sexual predator/offender monitoring and enforcement.

Project Design and Implementation

Using grant funds FDLE will employ a three pronged approach including enhanced data base functionality, updated training and reference resources for local law enforcement users, and increased training opportunities for Registry staff to improve sexual offender/predator monitoring and tracking in Florida.

1. Enhance Florida's Sexual Offender/Predator Database Functionality

As a result of FY 2016/17 legislative action, FDLE received funding to re-build Florida's Sexual Offender Registry System. The new system will update the existing end-of-life technology platform. The new system will also expand functionality to provide users with an enterprise level system to register and track offenders, provide electronic information to law enforcement and electronic notifications to the public regarding sexual predators/offenders who reside in their communities. The improved system will streamline registration processes, expand law enforcement tools such as geocoding and mapping of offender locations, and accommodate access from law enforcement mobile devices to improve law enforcement capability to effectively and efficiently manage increasing numbers of registrants as well as increasing volumes of data collected about the registrants.

To help ensure that the new system meets the needs of the users, FDLE established the Sexual Offender Registry System Steering Group to assist in refining system requirements gathered from all Florida law enforcement partners and define business rules for system operation. The Steering Group comprises 25 law enforcement stakeholders representing small, medium and large local law enforcement agencies across the state.

FDLE requests funds to host four (4) face-to-face Sexual Offender Registry System Steering Group meetings over two years. Each meeting will include the 25-person steering group plus FDLE programming and Registry staff for 2.5 days to provide continued input on system requirements and business rules, and facilitate stakeholder engagement as the Registry is rebuilt. The Steering Group will review, test, and provide detailed feedback regarding each of the revised functionalities impacting local registering agencies as they are developed. The agendas for the Steering Group workshop meetings will correspond to the successive releases of the Registry System rewrite timeline. The stakeholder involvement in the planning will ensure user needs are met and foster buy-in as FDLE transitions to a new technological platform. The steering group will remain in place after the new system is implemented to continue to provide a forum for law enforcement partners to provide detailed feedback on the functionality of the Registry.

Rebuilding the database will require FDLE's information technology team to establish a robust test environment so that programming can be tested and perfected prior to releasing new capabilities statewide. Registry system programming and functionalities will need to be tested across various platforms and networks to ensure compatibility with different operating systems and mobile platforms that are in use by local law enforcement users across the state. FDLE requests funds to purchase technology including scanners, monitors, printers,

computers, electronic signature pads, electronic fingerprint readers, software licenses, tablets, smart phones and related data plans to establish the needed test environment. After roll out of the new platform, the test equipment will be used by FDLE Registry staff to provide real-time interaction and feedback between Registry staff and users in troubleshooting issues with the mobile Registry application and test new iterations as they are developed. The equipment will also assist Registry staff in providing technological support to law enforcement agencies performing registrations, and support the public's use of the mobile application.

2. Local Law Enforcement User Training and Reference Materials

FDLE is responsible for providing Florida's criminal justice partners with updated training and information to implement changes in registration laws and investigate registration enforcement cases. Statewide symposiums of similarly assigned law enforcement professionals offer an opportunity to provide sexual predator/offender related updates, share information, facilitate protracted discussion and troubleshoot mutual challenges. The symposiums also offer an opportunity for local users and Registry staff to improve their understanding of various roles, practices, and user concerns across the state. The Offender Registration conference held in 2016 provided training and a unique collaboration opportunity to more than 125 law enforcement partners in Florida.

FDLE requests funds to conduct two (2) statewide Offender Registration and Enforcement conferences, one in December of 2017 and one in December of 2018. Each training opportunity will span 3 days and include representatives from criminal justice agencies across the state. The requested funding will be used to pay for accommodations, travel and per diem for members from each of Florida's 67 sheriff offices, two tribal law enforcement agencies, FDLE Registry staff, and guest speakers. Agenda items may include such topics as

legislative updates for registration, rebuild of the state's Registry System, registration and enforcement case studies, registration best practices, and prosecution of registration absconders and violators. The training will provide law enforcement partners performing registration functions the opportunity to network with other agencies, exposure to innovations in registration operations, and updated information on legislative changes to registration laws in Florida.

FDLE also publishes basic reference materials regarding registration law (*Sexual Offender Registration Field Guides* and *Florida Sexual Offender Registration Guidelines*) as a quick reference resource for officers in the field. The field guide is a small bound book intended for use by law enforcement officers in patrol situations as a quick reference to registration laws. It includes information such as, how to spot and assess a potential violator. The *Florida Sexual Offender Registration Guidelines* is a larger, more comprehensive reference guide intended for registration units at local law enforcement agencies, State's Attorneys offices, and booking facilities. FDLE requests funds to update and distribute approximately 15,000 field guides and 2,000 registration guidelines by December 2019.

3. Training and Equipment for FDLE Registry Staff

As part of their duties and responsibilities, Registry staff provides counsel to local law enforcement users regarding registration requirements and process. A comprehensive knowledge of the Sexual Offender Registration and Notification Act (SORNA) requirements of the Adam Walsh Act of 2006, and of the innovations and changes regarding registration from the national perspective is critical to the Registry analyst's job. FDLE requests funds to send members of Florida's Registry leadership and staff to the SORNA symposium/training conference. The national symposium on SORNA compliance and innovations in sex

offender registration will provide opportunity for Registry leadership and staff to consult with federal and other state counterparts regarding a variety of registration and enforcement situations and questions that arise from registrants, attorneys or local law enforcement.

Also part of their duties and responsibilities, FDLE Registry personnel are required to provide testimony at hearings, depositions, and court appearances related to sexual offender/predator failure to register proceedings. Testimony often involves recalling numerous registration occurrences, due dates, responses, or other interactions or attempted contacts with registrants as well as the historical information associated with the registrants' requirements to register. Because of the recall detail required, staff must copy and carry volumes of documents housed by the registry for reference during their testimony. Collecting, carrying, and accessing these myriad documents to successfully find a specific answer can be a cumbersome and inefficient exercise.

FDLE requests funds to purchase mobile devices and data plans to allow Registry personnel to quickly access all relevant registry documentation and historical archives remotely to ensure complete and accurate documentation is available for reference during testimony.

Capabilities/Competencies

FDLE is the steward of the sexual predator and offender registry for the State of Florida, and has a long history of commitment as a leader in the sexual offender registry effort, maintaining and providing access to sexual predator and offender registration information for law enforcement and the public. Through the Public Safety Information Act of 1997, FDLE became the first state registry to list sexual predators and offenders on the Internet and to make the same information available through a 24-hour hotline, which continues to average over 1,100 calls per

month. Since that time Florida has continued to lead the nation in the passage of strong registration and related sexual offender legislation. Florida currently has one of the largest registries in the country, and enjoys national recognition as a leader and model in the strength of sexual predator and offender laws and in the successful law enforcement partnerships that make those laws work.

Florida was one of the first states to come into “Substantial Implementation” of the Adam Walsh Act of 2006. At the time the Public Safety Information Act passed, Florida had 471 sexual predators and approximately 8,000 sexual offenders listed in the registry database. Today, that number has grown to over 12,000 registered predators and nearly 58,000 registered offenders. In 2016, Florida’s Registry grew by 3.5% for offenders, 8% for predators, and 7% for out-of-state offenders and predators. Over the years, Florida has responded quickly and effectively to the changing demands of state and federal sexual offender and predator laws, and the logistical requirements that come with a continually growing group of registrants. Florida’s Legislature is supportive of the program, appropriating funds in FY 2017/18 to rebuild the database.

FDLE’s Offender Registration and Data Management analysts are the state’s central point of contact and source of training support regarding sexual predator and offender registration laws, and serve as the state’s liaison to other state and national partners. The Registry staff maintains a close working relationship with the local law enforcement partners across the state charged with effective implementation of the state’s registry laws.

In fulfilling their responsibilities, these analysts must be familiar with Florida and national registration and notification requirements, and make determinations based on research and evaluation of documents regarding an offender’s requirement to register in this state, and also

whether he/she must register quarterly or bi-annually based on the Adam Walsh Act of 2006. Analyst determinations are reviewed by FDLE legal staff and by the Senior Management Analyst Supervisor of the registry unit.

The Senior Management Analyst Supervisor in charge of the registry unit reports to a Planning and Policy Administrator who oversees the activities of the unit and has been associated with FDLE's sexual offender registry initiatives since the Registry's inception. She is an expert on Florida's program and efforts to continually improve Florida's ability to monitor and track offenders and predators, and has the historical knowledge regarding legislation and the legislative intent behind Florida's registration laws. The Planning and Policy Administrator reports to the Assistant Special Agent in Charge, Enforcement and Investigative Services, who reports to the Special Agent in Charge (SAC) of Statewide Investigative Services. The SAC oversaw the initial implementation of Florida's Public Safety Information Act in 1997 and all subsequent enhancements to laws and database capabilities; and has served on state and national policy advisory boards regarding sexual predator and offender legislation.

FDLE has successfully coordinated, promoted, and hosted numerous statewide and multi-jurisdictional training seminars, workshops, and symposiums in the furtherance of criminal justice, and specifically in support of effective registration and enforcement of sexual offenders and predators. Registry personnel are trained and experienced at producing and distributing a great variety of learning resource materials including the initial and several subsequent revisions of the patrol officers' Field Guide and local registration officer's Guidelines books regarding registration laws in Florida over the past 20 years. FDLE has the statutory authority, organizational structure, and personnel capability to achieve all aspects of this project within the timeframe established by this grant.

Data Collection/Performance Measures

PM – Percent complete of new sexual offender registry system.

FDLE will maintain documentation on all system requirements defined as a result of steering committee meetings. Each quarter FDLE will report the percentage of project completion based on the percentage of system functionality that is properly working in test environment.

PM – Number of jurisdiction personnel trained during the reporting period.

FDLE will maintain detailed agendas and attendance records including name and contact information for each agency and agency representative at all training symposiums sponsored by FDLE. The number of agencies and agency personnel trained during the period will be reported on quarterly performance reports.

PM – Number of research materials disseminated and number of agency recipients.

FDLE will keep an inventory of all published resources as well as an accounting by agency type and name of the distribution of all published resources

All equipment acquired will be inventoried in accordance with FDLE and State of Florida property acquisition policies and procedures. Equipment will be clearly labeled according to assigned unit/personnel and task, and kept in an appropriately secure area. Equipment purchases will be reported on quarterly performance reports.

Sustainability

The Steering Group organized for this project will continue to meet by conference call to facilitate continued engagement with our law enforcement partners. The Steering Group meetings provide opportunity for immediate feedback from stakeholders regarding programmatic

changes, and a forum for gathering recommendations for continued functionality enhancements to the Offender Registry System.

**ATTACHMENT 1
Project Timeline, Goals, and Objectives**

PROJECT ACTIVITY	COMPLETION	INDIVIDUAL RESPONSIBLE
Sexual Predator/Offender Monitoring Improvement	September 2019	Planning and Policy Administrator (PPA) Mary Coffee

GOAL	OBJECTIVE	ACTIVITIES	COMPLETION DATE	INDIVIDUAL(S) RESPONSIBLE
Enhance Florida's Sexual Offender / Predator Database Functionality	<ol style="list-style-type: none"> Refine system requirements and business rules Establish test environment for the new registry system 	<ol style="list-style-type: none"> Host 4 meetings of Registry Steering Group Purchase technology for test environment 	Month 4 Month 10 Month 16 Month 23 Month 4	SMAS Data Management and Offender Registration Unit: Robert Moon FDLE Information Technology Services
Local Law Enforcement User Training and Reference Manuals	<ol style="list-style-type: none"> Train local law enforcement users regarding changes to law Provide updated reference materials to local law enforcement users 	<ol style="list-style-type: none"> Sponsor 2 training symposiums Update reference books and timeline Distribute reference books and timeline 	Month 3 Month 15 Month 23 Month 24	PPA Mary Coffee
Training and Equipment for FDLE Registry Staff	<ol style="list-style-type: none"> Train Registry Staff Improve efficiency of Registry analysts 	<ol style="list-style-type: none"> Send 6 analysts to national training Purchase tablets and data plans for registry analysts 	2018 Date TBA Month 3	PPA Mary Coffee FDLE Information Technology Services

ATTACHMENT 2
Key Program and Management Personnel Resumes

The following FDLE career service members will work toward developing and implementing the project:

Donna Uzzell
Special Agent in Charge
Office of Statewide Investigative Services

Director Uzzell was formerly the Director of the Criminal Justice Information Services for the Florida Department of Law Enforcement (FDLE) from 1996 until 2014 when she became the Special Agent in Charge (SAC) of FDLE's Investigations division now known as the Office of Statewide Investigative Services. In this capacity, Ms. Uzzell's responsibilities include creation and maintenance of Florida's Sexual Offender and Sexual Predator Registration and Notification Program; oversight and management of all aspects of Florida's Missing Endangered Persons Information Clearinghouse; creation and maintenance of the third largest criminal history file in the United States; operation, security, and policy compliance for the Florida Crime Information Center; and operation of Florida's NICS Point of Contact Firearm Purchase Program.

Prior to this SAC Uzzell served as SAC of the Investigative Support Bureau and spent thirteen years with the Tallahassee Police Department. SAC Uzzell is also a consultant for Fox Valley Technical College.

SAC Uzzell has served as Chairperson of the National Crime Prevention and Privacy Compact Council and is a member of the FBI National Advisory Board and the Florida representative for SEARCH. As a certified Crime Prevention Practitioner, she has received much recognition for her work in the area of child safety, including a Law Enforcement Officer of the Year Award. Additionally, SAC Uzzell served eight years as an elected Leon County School Board Member, two years of which she serves as Chairperson. She has worked on safe school policy and procedures and has conducted training on crisis intervention, missing children investigations, safe school planning, interagency collaboration, and the Serious Habitual Offender Comprehensive Action Program. SAC Uzzell has served on several statewide task forces on school and child safety, missing children, and juvenile justice issues. SAC Uzzell earned a Bachelor's of Science Degree in the field of criminology from Florida State University.

Mary Coffee
Planning and Policy Administrator

Mary Coffee began her career at FDLE in June of 1994 as a Criminal Justice Information Technician and has been with the Florida Offender Registration and Tracking Services (FORTS) (formerly known as the Sexual Offender/Predator Unit or SOPU) since its creation in 1997. She currently holds the position of Planning and Policy Administrator (PPA) over Enforcement and Investigative Support (EIS). EIS is a newly created Bureau that incorporated FORTS and the Missing and Endangered Persons Information Clearinghouse (MEPIC). PPA Coffee directly oversees EIS's three Senior Management Analyst Supervisor positions. Prior to becoming PPA, she served as the Senior Management Analyst Supervisor over the SOPU.

PPA Coffee's expertise concerns sexual predator/offender registration issues including legislative and program development, oversight of Florida's sexual offender and predator/career offender databases, ensuring compliance with state and federal laws and guidelines to include requirements of the Federal Adam Walsh Child Protection and Safety Act, grant administration, law enforcement and criminal justice training, publications development, and media spokesperson. PPA Coffee earned her bachelor's degree in psychology from Southwest Texas State University.

Robert Moon

Senior Management Analyst Supervisor

Robert Moon began his career with the Florida Department of Law Enforcement (FDLE) in February of 2012 as a Senior Criminal Justice Information Technician. From there became a Government Analyst in FORTS. He was promoted to the Senior Management Analyst Supervisor over the Registrant Tracking and Systems Development Unit (RTSDU) in FORTS. In 2013, as part of a bureau wide reorganization the Offender Registration and Data Management unit incorporated many of the functions of RTSDU and SMAS Moon was appointed supervisor of Offender Registration and Data Management (ORDM).

SMAS Moon provides management consultant services to FDLE and other agencies, while also coordinating the ORDM, to improve operations and ensure the efficient and effective accomplishment of agency objectives. SMAS Moon consults with other governmental agencies to evaluate their information needs and capabilities and, under the direction of the Planning and Policy Administrator, conducts research and makes recommendations to management for the improvement, acquisition and development of programs, training and technical equipment.

ATTACHMENT 3
Key Program and Management Personnel Position Descriptions

Donna Uzzell

Special Agent in Charge (SAC) of the Office of Statewide Investigative Services

1. Responsible for directing, planning, organizing and providing leadership for the total operations of the Division.
2. Constantly reinforce by word and example the principles of ethics and make them an integral part of all decision making. Oversee the state Missing Endangered Persons Information Clearinghouse which includes direct responsibility in the investigation of emergency missing child cases.
3. Coordinate the emergency investigation with sworn crimes against children agents throughout the state and maintain direct responsibility and communication with these agents for the allocation of statewide resources to the investigation. Report directly to the Assistant Commissioner in the investigation of a suspected predatory child abduction. Oversee all other functions of the clearinghouse. Oversee the coordination of Child Abuse Investigations for FDLE, which includes the investigation of multi-jurisdictional cases and long term investigations with multiple victims.
4. Oversee the Enforcement and Investigative Support Bureau (EIS). Direct the development of procedures for the maintenance of sexual predator/offender information and the dissemination of information to law enforcement and the public. Work with regional agents and local law enforcement on the investigation and prosecution of persons who abscond or fail to register as required by law. Ensure compliance with departmental, state and national laws and rules.
5. Serve as the Department's primary representative for Emergency Support Function #16, Security, per Chapter 22, F.S., with the Division of Emergency Management and other Emergency Management managers.
6. Serve as the Intelligence Focus Area Chief ensuring consistency, effectiveness and efficiency of intelligence and operational objectives, services and initiatives.
7. Oversee the collection and analysis of intelligence information through the creation of focused crime specific intelligence teams which develop expertise within their respective areas of responsibility. These teams support external intelligence groups and task forces devoted to developing intelligence in the same specialized area to help ensure that all law enforcement members in the state are working towards a common goal. These teams also work in concert with the FDLE regional intelligence components.

8. Oversee development and review Investigation Strategy for the Investigations area; develop or assist in the development and implementation of new programs or projects; provide oversight of investigative activities in relation to accreditation standards.
9. Recommend policies and procedures relative to the management, operation and maintenance of computer hardware and software within Investigation and Forensic Science systems.
10. Streamline divisional administrative and operational processes by examining centralization and decentralization of services and eliminating duplication. Identify and conduct all services required by rule or law.
11. Cultivate new sources of intelligence information among intelligence units, criminal justice agencies and the public; attend conferences and meetings throughout the U.S. to develop nationwide contacts for the exchange of intelligence information.
12. Place special emphasis on the command and oversight of the Office of Field Services, Office of Policy and Planning, Office of Domestic Security, Office of Public Assistance, and the Office of Statewide Intelligence, to include: direct the planning, budgeting and other administrative functions of the IFS Program Office; manage and oversee the Automated Investigative Management System; work closely with the Chief of Domestic Security to implement statewide Domestic Security strategies.
13. Routinely examine and evaluate the performance appraisal system and make recommendations for improvement. Provide constant feedback via day-to-day interactions, 90 day reviews, and annual appraisals and reward members for doing a good job.
14. Perform duties as a law enforcement officer certified in compliance with Section 943.195, Florida Statutes, when required and serves as the command officer for special agents and other certified personnel whose duties and responsibilities include the pursuit, apprehension and arrest of law violators or suspected law violators.
15. Directs on-site law enforcement duties such as conducting searches, conducting surveillance, interviewing/interrogating, participating in raids, along with writing IR's, providing expert court testimony, utilizing technical investigative equipment, conducting pen registers, processing evidence, etc.
16. Coordinate the completion of crime or issue specific intelligence assessments which can be published and disseminated to the criminal justice community or public as deemed appropriate. Coordinate the timely dissemination of intelligence

information to FDLE leadership, elected officials, media, law enforcement, private industry and the public as appropriate.

Mary Coffee

Planning & Policy Administrator for Enforcement and Investigative Support

1. Participates actively in the management team of the Information Program/Criminal Justice Information Services, including consulting with the Director, Bureau Chiefs and other program leaders on the formulation of overall goals and objectives, policy and operational issues, special projects and budgets. Responds to Program or Department needs for information, analysis of current issues, or problem resolution in time frames established. Is responsible for the overall command, direction and control of the Missing Persons and Offender Registration (MPOR) Unit.
2. Direct planning, budgeting, and administrative functions of the MPOR, including accountability for appropriate use and maintenance of property assigned and timely approval and processing of a vendor's invoice mandated under Section 215.422, Florida Statutes.
3. Direct management of the development and implementation of policies and procedures relating to the MPOR, in coordination with the CJIS management team, other criminal justice and non-criminal agencies, and the Information Technology Services; determining the impact of existing and proposed laws, rules and regulations on existing and developmental programs by analysis and research; making practical suggestions for ensuring that the Program and Department remain in compliance with applicable laws and rules; ensuring that registration functions are operating as proscribed by statute and procedure, and ensuring appropriate follow-up on any alleged errors in the system or failure to comply with law or policy.
4. Direct management, motivation, direction and coordination of the Section members by planning workloads, deadlines, objectives and prioritization of strategic planning projects and Sex Offender Database and COAST systems integrity; assisting Section members with determining overall objectives, developing work plans and designing techniques for acquiring information and completing assignments; reviewing and editing work products of Section members to ensure accuracy, quality and timeliness; providing ongoing feedback on work assignments and products, including suggestions for improvement and monitoring training needs for members of the Section; preparing periodic performance evaluations on members and conducting selection activities within Departmental guidelines.
5. Direct management of the statewide Career Offender Registration and Sexual Offender/Predator Registration programs to ensure accurate and timely information exchange between participating entities and transmission of

information to required recipients including state and federal agencies as well as the public.

6. Management and performance of studies and management consultant services for the Information Program and other criminal justice agencies to improve management capabilities and operational procedures, particularly as they impact the achievement of PBB standards or LRPP objectives; coordinating the activities of the Section and Program area with other Departmental entities, local criminal justice agencies and other state and federal agencies concerned with criminal justice information.
7. As necessary, provision of assistance to the Information Program and other law enforcement agencies in conducting informational, organizational, and procedures surveys; manages the development and/or use of data collection tools appropriate for the subjects being researched and the audience being targeted in order to receive optimal results.
8. Preparation of staff work, progress reports, project reports, recommendations and related information for utilization for the Program Director and/or other members of the Executive Policy Council; prepares written reports, charts, letters, memoranda, procedural manuals and other documentation in accordance with Department guidelines, using appropriate and logical formats, tone, grammar, spelling, capitalization and punctuation, in time frames established.
9. Represents the Department in a professional manner in meetings, workshops, conferences, committees, and special working groups by being prepared, arriving on time and actively participating as directed.
10. Constantly reinforces by work and example the principles of ethics and integrity and make them an integral part of all decision making; through professional and ethical conduct, provide fair and impartial work products and services, and carry through with commitments to members and customers concerning work related matters; deals with customers and co-workers in an honest and courteous manner that acknowledges the value of all individuals and promotes reciprocal respect; value other members' contributions and opinions.
11. Continuously improves communication by meeting with members and continual face-to-face communication rather than via written (memo) communication; establishes and maintains a working rapport with other entities in the Department to effectively accomplish assigned responsibilities that cross regional boundaries and program lines of responsibility.
12. Is considered to have regulatory responsibilities and is subject to the provisions of Chapter 22 SEC, FAC.

Robert Moon

Senior Management Analyst Supervisor

1. Provides management, motivation, direction and coordination of Crime Intelligence Technicians, Crime Intelligence Analysts, and Governmental Analysts within the Offender Registration and Data Management (ORDM).
2. Assists ORDM members with determining overall objectives, developing work plans and designing techniques for acquiring information and completing assignments.
3. Reviews and edits work products of ORDM team members, ensuring accuracy, quality and timeliness. Provides ongoing feedback on work assignments and products, including suggestions for improvement, and motivates training needs for unit members.
4. Develops training and mentoring programs for MPOR ORDM members.
5. Oversees the communications information for MPOR, including law enforcement contacts and the telecommunication system by ensuring that the hotline is answered in compliance with Florida Statute 943.043.
6. Provides guidance regarding services to improve management capabilities and operational procedures regarding sexual offender/predator, career offender, and missing persons information to the criminal justice community, non-criminal justice agencies, and the public.
7. Oversees plans and implementation of new database features for collecting and/or using offender and missing person data.
8. Provides direction for management studies and surveys of criminal justice information programs, analysis and development of projects relating to registration and missing persons.
9. Provides direction and coordination of all data registration data intake via hotline, file transfer, and manual submission to registry systems.
10. Oversees the development and implementation of rigorous, proactive quality control screening protocols for all registration data.
11. Consults with top leadership regarding agency direction.
12. Consults with management to promote the most efficient and effective methods to accomplish the declared mission and objectives of the agency.

13. Develops analysis and makes recommendations on methods and resources for development and deployment of strategic information.
14. Provides direction on the completion of MPOR Data Management & Development projects, assessments, and publications.
15. Provides assistant to management to promote the most efficient and effective methods to accomplish and distribute the project outcomes.
16. Coordinates with EIS SMAS team regarding field training for development and presentation of training programs regarding sexual offenders/predators, career offenders, missing persons and unidentified deceased.

BUDGET DETAIL WORKSHEET and NARRATIVE

2017 Adam Walsh Act Implementation Program Grant

Total Funding Request: \$182,895

As detailed in the program narrative, FDLE is requesting funds to continue offender registration and enforcement support. The funds will assist with the development of criminal enforcement cases and the registration review process for out-of-state sex offenders required to register in Florida.

All funds requested in this application will be expended in accordance with Federal and State guidelines and purchasing/procurement procedures.

A. Personnel **\$0**

No funds requested for personnel

B. Fringe Benefits **\$0**

No funds requested for fringe benefits

C. Travel **\$7,500**

Travel costs associated with sending FDLE staff in 2018 to attend national training relevant to SORNA implementation, and innovations in sex offender registration.

Estimated cost of hotel, travel and per diem for six (6) staff members to receive SORNA training.

# of people		
6	Hotel \$150/night X 3 nights	\$2,700
	Per diem \$36/day X 4 days	\$870
	Airfare \$660 x 6 people	\$3,930
	Cost for staff SORNA training	\$7,495

D. Equipment **\$29,237**

Additional equipment and mobile devices will be used to assist in testing functionality as Florida seeks to rebuild the Registry database, to troubleshoot issues and modifications to a new mobile database application, to provide expert witness testimony, and further substantial implementation of SORNA in the State of Florida. FDLE will use grant funds in 2017 and 2018 to purchase scanners, monitors, printers and mobile devices to accomplish this goal.

Item	Computation	Cost
Canon DR-C225 Scanner	5 units @ \$500	\$2,500
Desktop Monitors	6 units @ \$180	\$1,080
HP Laser Jet Pro Color Printer	5 units @ \$240	\$1,200
Dell Microsoft Surface Pro 4	10 units @ \$1,829	\$18,290
Topaz SigLite Signature Terminal	2 units @ \$240	\$480
Topaz GemView 16 Signature Terminal USB	2 units @ \$800	\$1,600

Item	Computation	Cost
Topaz IDGem Fingerprint	2 units @ \$516	\$2,400
Samsung Galaxy S7 w/ Data Plan	1 unit @ \$29	\$29
Samsung Galaxy Tablet 16 GB	1 unit @ \$350	\$350
Apple iPhone 7	1 unit @ \$650	\$650
Apple iPad 16 GB w/Apple Care	1 unit @ \$658	\$658
Total		\$29,237

E. Supplies **\$0**

No funds requested for supplies

F. Construction **\$0**

No funds requested for construction

G. Consultants/Contracts **\$99,228**

Data contracts for mobile devices will be purchased in 2017 to facilitate utilization of the device on a mobile network to troubleshoot mobile device access to the Florida Sex Offender Registry.

Item	Computation	Cost
Samsung Galaxy S7 Data Plan	\$36/mo. X 24 mos.	\$864
Apple iPhone 7 Data Plan	\$36/mo. X 24 mos.	\$864

Total Cost of Data plan: \$1,728

FDLE will conduct two training conferences in December 2017, and again in December 2018, for all criminal justice partners integral to the implementation and operations of sexual offender/predator registration and enforcement. Hotel accommodation for reimbursement is calculated at a rate of \$150.00 per night for a total of 189 nights.

Total cost for two (2) training conferences: \$56,700

Month 3

	Partners	# of nights	
67	Sheriffs	134	
4	Tribal Police Representatives	8	
7	Staff members (3 nights)	21	
10	Speakers	20	
3	Analysts	6	
	Total	189	\$28,350 per year

Month 15

	Partners	# of nights	
67	Sheriffs	134	
4	Tribal Police Representatives	8	
7	Staff members (3 nights)	21	
10	Speakers	20	
3	Analysts	6	
	Total	189	\$28,350 per year

FDLE will organize 4 in-person workgroup meetings with registration stakeholders to preview progress on the new database and provide real-time feedback. Provide travel reimbursement for 25 people for two night's hotel accommodations at 4 workgroup meetings:

Total cost for 4 workgroup meetings: \$40,800

Month 4

# of people		
25	Hotel \$150/night X 2 night	\$7,500
	Per diem \$36/day X 3 days	\$2,700
	Total Cost per workgroup meeting	\$10,200

Month 10

# of people		
25	Hotel \$150/night X 2 night	\$7,500
	Per diem \$36/day X 3 days	\$2,700
	Total Cost per workgroup meeting	\$10,200

Month 16

# of people		
25	Hotel \$150/night X 2 night	\$7,500
	Per diem \$36/day X 3 days	\$2,700
	Total Cost per workgroup meeting	\$10,200

Month 23

# of people		
25	Hotel \$150/night X 2 night	\$7,500
	Per diem \$36/day X 3 days	\$2,700
	Total Cost per workgroup meeting	\$10,200

H. Other Costs:

\$46,930

FDLE would like to request registration costs associated with sending FDLE staff in 2018 to attend national training relevant to SORNA implementation, and innovations in sex offender registration.

Funds are request to purchase 5 PDF software licenses in order to aid in the functionality testing of the Registry database.

Provide updated copies of the Sex Offender Registration Guidelines and Sex Offender Registration and Enforcement Field Guides in 2019, to include new statutory language and applicable federal and state case law.

Sex Offender Registration Field Guides	15,000 units	\$20,000
Sex Offender Registration Guidelines	2,000 units	\$8,000
Shipping of Guidelines and Field Guides to LE Agencies in Florida		\$15,000
Registration for national SORNA training	\$350 x 6 people	\$2,100
PDF Software licenses	5 units @ \$366	\$1,830
Total		\$46,930

I. Indirect Costs

\$0

TOTAL FUNDING REQUEST – \$182,895

BUDGET SUMMARY

Total Funding Request: \$182,895

	Budget Category	Funds Request
A.	Personnel	\$0
B.	Fringe Benefits	\$0
C.	Travel	\$7,500
D.	Equipment	\$29,237
E.	Supplies	\$0
F.	Construction	\$0
G.	Consultants/Contracts	\$99,228
H.	Other	\$46,930
E.	Indirect Costs	\$0

TOTAL PROJECT COSTS **\$182,895**

Federal Request **\$182,895**

Non-Federal Amount (Match): **NOT REQUIRED**



ADAM WALSH ACT IMPLEMENTATION GRANT PROGRAM

PROGRESS REPORT GUIDANCE AND INSTRUCTIONS

GMS Submission: The format below is to be used for all semi-annual progress reports. Grantee must complete all Progress Report fields in GMS and must type text in the “Narratives” section. Grantee can type in a brief paragraph summary of the award’s project goals and/or objectives or simply enter “See attachment.” GMS requires that text be inserted in the “Narratives” box in order for the report to be considered complete. However, the actual narrative is to be uploaded as an attachment (just as you do for the grant application submission) following the format below. In the “Attachments” section, please upload a narrative of no more than 6-8 pages that includes the following information for each AWA grant (*Note: Progress reports can be used for more than one active award as long as the project goals and/or objectives remain the same for the program*):

1. Grantee Name: Florida Department of Law Enforcement	2. Grant Number: 2017-AW-BX-0038
3. Reporting Period: October 1, 2017 – December 31, 2017	4. Grant Amount: \$137,895

Report Completed By	Name: Penny Koh	Title: Operation Review Specialist
Phone Number: 850-410-7741	Email: pennykoh@fdle.state.fl.us	Date: 1/31/2018

1. STATUS OF GOALS AND OBJECTIVES

List all goals and objectives, if applicable, and discuss the status of each. Please follow the format below.

Goal 1: Enhance functionality of sexual predator/offender database	Objective 1: Establish stand-alone environment for development/testing of expanded registry system functionality.
Has Objective 1 been achieved? Ongoing	
Describe activities for the period of this report:	
Success and Challenges: none	
Percentage of Completion: 15%	
Is training and technical assistance needed from the SMART Office? No	

Goal 1: Enhance functionality of sexual predator/offender database	Objective 2: Host 2 sexual offender system steering group meetings.
Has Objective 2 been achieved? Ongoing	
Describe activities for the period of this report:	
Success and Challenges: none	
Percentage of Completion: 0%	
Is training and technical assistance needed from the SMART Office? No	

Goal 2: Ensure local law enforcement users have current information and reference materials	Objective 1: Organize 1 statewide Florida Sexual Offender Registration and Enforcement Symposium.
Has Objective 1 been achieved? Ongoing	
Describe activities for the period of this report: Planning has begun for an offender registration and enforcement conference in Orlando, Florida to be held December 10-12, 2018.	
Success and Challenges: none	
Percentage of Completion: 15%	
Is training and technical assistance needed from the SMART Office? No	

Goal 3: Maintain knowledgeable, trained and well equipped registry staff	Objective 1: Send staff to attend trainings on SORNA compliance.
Has Objective 1 been achieved? Ongoing	
Describe activities for the period of this report: Training is scheduled in Albuquerque, New Mexico in January, 2018. Six staff from offender registration is scheduled to attend.	
Success and Challenges: none	
Percentage of Completion: 20%	
Is training and technical assistance needed from the SMART Office? No	

Goal 3: Maintain knowledgeable, trained and well equipped registry staff	Objective 2: Purchase equipment and licenses to perform testing on the sexual predator/offender mobile application.
Has Objective 2 been achieved? Ongoing	
Describe activities for the period of this report: Purchased Adobe Pro licenses for new and existing registry staff.	
Success and Challenges: none	
Percentage of Completion: 20%	
Is training and technical assistance needed from the SMART Office? No	

2. AWARD BALANCES

Current unobligated balance for active AWA award? \$135,401

For the award identified above, outline the most current balance by category based upon the approved budget as provided in your award package on the Financial Clearance or as approved via a Budget Modification Grant Adjustment Notice. If you do not have a copy of the Financial Clearance, please contact your assigned Program Manager.

CATEGORY	APPROVED BUDGET	AMOUNT USED	REMAINING BALANCE
Personnel	\$0	\$0	\$0
Fringe	\$0	\$0	\$0
Travel	\$8778	\$0	\$8778
Equipment	\$29,957	\$0	\$29,957
Supplies	\$0	\$0	\$0
Contracts/Consultants	\$50,478	\$0	\$50,478
Other Costs	\$48,682	\$2,494	\$46,188
Indirect Costs	\$0	\$0	\$0

3. FUTURE PLANS

Describe future plans for the next quarter as related to the grant project. If you must modify the grant objectives, explain why and how your modification fulfills the grant requirements. If applicable, state your plans and financial needs to continue the project or enlarge upon it during the next round of grant funding.

List and provide detailed information of performance measures as it relates to the grant project. Please note that performance measures can change per year and some projects may need to report on more than the two performance metrics listed below. This data can be submitted via GMS under the *Performance Metrics* link to the progress report. (Data is required under the *Government Performance and Results Act (GPRA), Public Law 103-62*).

All grantees must report on:

- Number of policies/procedures and/or programs established/amended to comply with SORNA during the reporting period. Please identify.
- Number of SORNA requirements implemented during the reporting period. Please identify the requirements.

For state grantees:

- Total number of sex offenders who are registered in the jurisdiction each month during the project period.
- Total number of sex offenders who are in compliance with jurisdiction registry requirements each month during the project period.
- Total number of sex offenders identified as non-compliant with jurisdiction registry requirements during each month of the project period.

For tribal grantees:

- Number of sex offenders identified in the jurisdiction during the reporting period.

SMART Semi-Annual Progress Reports

SMART9

October - December 2017

1. Number of policies/procedures and/or programs established/ amended to comply with SORNA during the reporting period (if applicable)

N/A

2. Number of jurisdiction personnel trained on SORNA compliance during the reporting period

N/A

3. Number of updated sex offender registration records electronically transmitted (intra and inter-jurisdictionally) through the SORNA Exchange Portal during each month of the reporting period

October – 393; November – 409; December - 467

4. Number of records/data (including sex offender case files; sex offender registration information; finger/palm print cards, DNA) captured and/or automated during the reporting period

October – 8589; November – 7933; December – 8127

5. Number of information exchanges between State/Tribal/Territory sex offender registration agencies and other SORNA jurisdictions or federal, state or local agencies, by type, through the SORNA Exchange Portal

Assigned – 1059; Received - 210

6. Number of sex offenders who are in compliance with jurisdiction registry requirements each month during the project period

October – 71,036; November - 71,193; December – 71,403

7. Number of sex offender address verifications/compliance checks completed each month during the project.

October – 7,380; November – 5,851; December – 6,363

8. Number of sex offenders identified as non-compliant with jurisdiction registry requirements during each month of the project period

October – 817; November – 821; December – 826

SMART Semi-Annual Progress Reports

9. Number of sex offenders who are registered in the jurisdiction each month during the project period.

October – 8589; November – 7933; December – 8127

10. Number of sex offenders newly registered each month in the jurisdiction during the reporting period (tribal jurisdictions only)

N/A

11. Number of partnerships maintained with other jurisdictions and agencies on absconder investigations.

N/A

12. Number of partnerships maintained with victims' service providers on community education and prevention programs related to sex offender registration, notification, and management.

N/A

13. Number of education/training modules developed related to SORNA implementation in the jurisdiction.

N/A

14. Number of law enforcement and other criminal justice agency personnel who reported that the training provided information on SORNA implementation that could be utilized in their job

N/A



ADAM WALSH ACT IMPLEMENTATION GRANT PROGRAM

PROGRESS REPORT GUIDANCE AND INSTRUCTIONS

GMS Submission: The format below is to be used for all semi-annual progress reports. Grantee must complete all Progress Report fields in GMS and must type text in the "Narratives" section. Grantee can type in a brief paragraph summary of the award's project goals and/or objectives or simply enter "See attachment." GMS requires that text be inserted in the "Narratives" box in order for the report to be considered complete. However, the actual narrative is to be uploaded as an attachment (just as you do for the grant application submission) following the format below. In the "Attachments" section, please upload a narrative of no more than 6-8 pages that includes the following information for each AWA grant (*Note: Progress reports can be used for more than one active award as long as the project goals and/or objectives remain the same for the program*):

1. Grantee Name: Florida Department of Law Enforcement	2. Grant Number: 2017-AW-BX-0038
3. Reporting Period: January 1, 2018 – June 30, 2018	4. Grant Amount: \$137,895

Report Completed By	Name: Jelisa Brown	Title: Operation Review Specialist
Phone Number: 850-410-8302	Email: jelisabrown@fdle.state.fl.us	Date: July 10, 2018

1. STATUS OF GOALS AND OBJECTIVES

List all goals and objectives, if applicable, and discuss the status of each. Please follow the format below.

Goal 1: Enhance functionality of sexual predator/offender database	Objective 1: Establish stand-alone environment for development/testing of expanded registry system functionality.
Has Objective 1 been achieved? Ongoing	
Describe activities for the period of this report:	
Success and Challenges: None	
Percentage of Completion: 15%	
Is training and technical assistance needed from the SMART Office? No	

Goal 1: Enhance functionality of sexual predator/offender database	Objective 2: Host 2 sexual offender system steering group meetings.
Has Objective 2 been achieved? Ongoing	
Describe activities for the period of this report: First Steering Group Meeting scheduled August 27-29, 2018, in St. Augustine, Florida	
Success and Challenges: None	
Percentage of Completion: 25%	
Is training and technical assistance needed from the SMART Office? No	

Goal 2: Ensure local law enforcement users have current information and reference materials	Objective 1: Organize 1 statewide Florida Sexual Offender Registration and Enforcement Symposium.
Has Objective 1 been achieved? Ongoing	
Describe activities for the period of this report: Planning is underway for an offender registration and enforcement conference in Orlando, Florida to be held December 10-12, 2018.	
Success and Challenges: None	
Percentage of Completion: 25%	
Is training and technical assistance needed from the SMART Office? No	

Goal 3: Maintain knowledgeable, trained and well equipped registry staff	Objective 1: Send staff to attend trainings on SORNA compliance.
Has Objective 1 been achieved? Yes	
Describe activities for the period of this report: Six staff from offender registration attended training in Albuquerque, New Mexico.	
Success and Challenges: None	
Percentage of Completion: 100%	
Is training and technical assistance needed from the SMART Office? No	

Goal 3: Maintain knowledgeable, trained and well equipped registry staff	Objective 2: Purchase equipment and licenses to perform testing on the sexual predator/offender mobile application.
Has Objective 2 been achieved? Ongoing	
Describe activities for the period of this report:	
Success and Challenges: None	
Percentage of Completion: 20%	
Is training and technical assistance needed from the SMART Office? No	

2. AWARD BALANCES

Current unobligated balance for active AWA award? \$137,895

For the award identified above, outline the most current balance by category based upon the approved budget as provided in your award package on the Financial Clearance or as approved via a Budget Modification Grant Adjustment Notice. If you do not have a copy of the Financial Clearance, please contact your assigned Program Manager.

CATEGORY	APPROVED BUDGET	AMOUNT USED	REMAINING BALANCE
Personnel	\$0	\$0	\$0
Fringe	\$0	\$0	\$0
Travel	\$8778	\$6,864.53	\$1,913.47
Equipment	\$29,957	\$1,076.34	\$28,880.66
Supplies	\$0	\$0	\$0
Contracts/Consultants	\$50,478	\$43.66	\$50,434.34
Other Costs	\$48,682	\$2,493.92	\$46,188.08
Indirect Costs	\$0	\$0	\$0

3. FUTURE PLANS

Describe future plans for the next quarter as related to the grant project. If you must modify the grant objectives, explain why and how your modification fulfills the grant requirements. If applicable, state your plans and financial needs to continue the project or enlarge upon it during the next round of grant funding.

List and provide detailed information of performance measures as it relates to the grant project. Please note that performance measures can change per year and some projects may need to report on more than the two performance metrics listed below. This data can be submitted via GMS under the *Performance Metrics* link to the progress report. *(Data is required under the Government Performance and Results Act (GPRA), Public Law 103-62).*

All grantees must report on:

- Number of policies/procedures and/or programs established/amended to comply with SORNA during the reporting period. Please identify.
- Number of SORNA requirements implemented during the reporting period. Please identify the requirements.

For state grantees:

- Total number of sex offenders who are registered in the jurisdiction each month during the project period.
- Total number of sex offenders who are in compliance with jurisdiction registry requirements each month during the project period.
- Total number of sex offenders identified as non-compliant with jurisdiction registry requirements during each month of the project period.

For tribal grantees:

- Number of sex offenders identified in the jurisdiction during the reporting period.

SMART Semi-Annual Progress Reports

SMART9

January 1, 2018 – June 30, 2018

Number of policies/procedures and/or programs established/ amended to comply with SORNA during the reporting period (if applicable)

N/A

Number of jurisdiction personnel trained on SORNA compliance during the reporting period

N/A

Number of updated sex offender registration records electronically transmitted (intra and inter-jurisdictionally) through the SORNA Exchange Portal during each month of the reporting period

Jan – 355; Feb – 372; March – 434; April – 413; May – 552; June - 532

Number of records/data (including sex offender case files; sex offender registration information; finger/palm print cards, DNA) captured and/or automated during the reporting period

Jan – 8690; Feb – 8285; March – 8595; Apr – 8552; May – 8911; June - 8727

Number of information exchanges between State/Tribal/Territory sex offender registration agencies and other SORNA jurisdictions or federal, state or local agencies, by type, through the SORNA Exchange Portal

Assigned – 2367; Received - 370

Number of sex offenders who are in compliance with jurisdiction registry requirements each month during the project period

Jan – 71,489; Feb – 71,670; Mar – 71,848; Apr – 72,024; May – 72,226; June – 72,418

Number of sex offender address verifications/compliance checks completed each month during the project.

Jan – 6791; Feb – 6195; Mar – 6592; Apr – 6174; May – 5947; June – 6227

Number of sex offenders identified as non-compliant with jurisdiction registry requirements during each month of the project period

Jan – 1107; Feb – 1121; Mar – 1103; Apr – 1117; May – 1094; June – 1095

SMART Semi-Annual Progress Reports

Number of sex offenders who are registered in the jurisdiction each month during the project period.

Jan – 8690; Feb – 8285; March – 8595; Apr – 8552; May – 8911; June - 8727

Number of sex offenders newly registered each month in the jurisdiction during the reporting period (tribal jurisdictions only)

N/A

Number of partnerships maintained with other jurisdictions and agencies on absconder investigations.

N/A

Number of partnerships maintained with victims' service providers on community education and prevention programs related to sex offender registration, notification, and management.

N/A

Number of education/training modules developed related to SORNA implementation in the jurisdiction.

N/A

Number of law enforcement and other criminal justice agency personnel who reported that the training provided information on SORNA implementation that could be utilized in their job

N/A



U.S. Department of Justice
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

September 20, 2017

Ms. Michelle Pyle
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, FL 32308-5333

Dear Ms. Pyle:

On behalf of Attorney General Jefferson Sessions III, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the Support for Adam Walsh Act Implementation Grant Program in the amount of \$137,895 for Florida Department of Law Enforcement.

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Samantha N. Opong, Program Manager at (202) 514-9320; and
- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

A handwritten signature in black ink that reads "Alan R. Hanson".

Alan R. Hanson
Acting Assistant Attorney General

Enclosures



OFFICE FOR CIVIL RIGHTS

Office of Justice Programs

U.S. Department of Justice

810 7th Street, NW
Washington, DC 20531

Tel: (202) 307-0690

TTY: (202) 307-2027

E-mail: askOCR@usdoj.gov

Website: www.ojp.usdoj.gov/ocr

September 20, 2017

Ms. Michelle Pyle
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, FL 32308-5333

Dear Ms. Pyle:

Congratulations on your recent award. In establishing financial assistance programs, Congress linked the receipt of federal funding to compliance with federal civil rights laws. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) is responsible for ensuring that recipients of financial assistance from the OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW) comply with the applicable federal civil rights laws. We at the OCR are available to help you and your organization meet the civil rights requirements that come with DOJ funding.

Ensuring Access to Federally Assisted Programs

Federal laws that apply to recipients of financial assistance from the DOJ prohibit discrimination on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in employment but also in the delivery of services or benefits. A federal law also prohibits recipients from discriminating on the basis of age in the delivery of services or benefits.

In March of 2013, President Obama signed the Violence Against Women Reauthorization Act of 2013. The statute amends the Violence Against Women Act of 1994 (VAWA) by including a nondiscrimination grant condition that prohibits discrimination based on actual or perceived race, color, national origin, religion, sex, disability, sexual orientation, or gender identity. The new nondiscrimination grant condition applies to certain programs funded after October 1, 2013. The OCR and the OVW have developed answers to some frequently asked questions about this provision to assist recipients of VAWA funds to understand their obligations. The Frequently Asked Questions are available at <http://ojp.gov/about/ocr/vawafaqs.htm>.

Enforcing Civil Rights Laws

All recipients of federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to prohibitions against unlawful discrimination. Accordingly, the OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, the OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal opportunity standards.

Providing Services to Limited English Proficiency (LEP) Individuals

In accordance with DOJ guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). See U.S. Department of Justice, *Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons*, 67 Fed. Reg. 41,455 (2002). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website <http://www.lep.gov>.

Ensuring Equal Treatment for Faith-Based Organizations

The DOJ regulation, *Equal Treatment for Faith-Based Organizations*, 28 C.F.R. pt. 38, requires State Administering Agencies (SAAs) to treat faith-based organizations the same as any other applicant or recipient. The regulation prohibits SAAs from making awards or grant administration decisions on the basis of an organization's religious character or affiliation, religious name, or the religious composition of its board of directors.

The regulation also prohibits faith-based organizations from using financial assistance from the DOJ to fund inherently (or explicitly) religious activities. While faith-based organizations can engage in non-funded inherently religious activities, they must hold them separately from the program funded by the DOJ, and recipients cannot compel beneficiaries to participate in them. The Equal Treatment Regulation also makes clear that organizations participating in programs funded by the DOJ are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. For more information on the regulation, please see the OCR's website at http://www.ojp.usdoj.gov/about/ocr/equal_fbo.htm.

SAAs and faith-based organizations should also note that the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, as amended, 42 U.S.C. § 3789d(c); the Victims of Crime Act of 1984, as amended, 42 U.S.C. § 10604(e); the Juvenile Justice and Delinquency Prevention Act of 1974, as amended, 42 U.S.C. § 5672(b); and VAWA, Pub. L. No. 113-4, sec. 3(b)(4), 127 Stat. 54, 61-62 (to be codified at 42 U.S.C. § 13925(b)(13)) contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the DOJ has concluded that it may construe the Religious Freedom Restoration Act (RFRA) on a case-by-case basis to permit some faith-based organizations to receive DOJ funds while taking into account religion when hiring staff, even if the statute that authorizes the funding program generally forbids recipients from considering religion in employment decisions. Please consult with the OCR if you have any questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment.

Using Arrest and Conviction Records in Making Employment Decisions

The OCR issued an advisory document for recipients on the proper use of arrest and conviction records in making hiring decisions. See *Advisory for Recipients of Financial Assistance from the U.S. Department of Justice on the U.S. Equal Employment Opportunity Commission's Enforcement Guidance: Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964* (June 2013), available at http://www.ojp.usdoj.gov/about/ocr/pdfs/UseofConviction_Advisory.pdf. Recipients should be mindful that the misuse of arrest or conviction records to screen either applicants for employment or employees for retention or promotion may have a disparate impact based on race or national origin, resulting in unlawful employment discrimination. In light of the Advisory, recipients should consult local counsel in reviewing their employment practices. If warranted, recipients should also incorporate an analysis of the use of arrest and conviction records in their Equal Employment Opportunity Plans (EEOs) (see below).

Complying with the Safe Streets Act

An organization that is a recipient of financial assistance subject to the nondiscrimination provisions of the Safe Streets Act, must meet two obligations: (1) complying with the federal regulation pertaining to the development of an EEO (see 28 C.F.R. pt. 42, subpt. E) and (2) submitting to the OCR findings of discrimination (see 28 C.F.R. §§ 42.204(c), .205(c)(5)).

Meeting the EEOP Requirement

If your organization has less than fifty employees or receives an award of less than \$25,000 or is a nonprofit organization, a medical institution, an educational institution, or an Indian tribe, then it is exempt from the EEOP requirement. To claim the exemption, your organization must complete and submit Section A of the Certification Form, which is available online at <http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf>.

If your organization is a government agency or private business and receives an award of \$25,000 or more, but less than \$500,000, and has fifty or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare a Utilization Report (formerly called an EEOP Short Form), but it does not have to submit the report to the OCR for review. Instead, your organization has to maintain the Utilization Report on file and make it available for review on request. In addition, your organization has to complete Section B of the Certification Form and return it to the OCR. The Certification Form is available at <http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf>.

If your organization is a government agency or private business and has received an award for \$500,000 or more and has fifty or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare a Utilization Report (formerly called an EEOP Short Form) and submit it to the OCR for review within sixty days from the date of this letter. For assistance in developing a Utilization Report, please consult the OCR's website at <http://www.ojp.usdoj.gov/about/ocr/eeop.htm>. In addition, your organization has to complete Section C of the Certification Form and return it to the OCR. The Certification Form is available at <http://www.ojp.usdoj.gov/about/ocr/pdfs/cert.pdf>.

To comply with the EEOP requirements, you may request technical assistance from an EEOP specialist at the OCR by telephone at (202) 307-0690, by TTY at (202) 307-2027, or by e-mail at EEOSubmission@usdoj.gov.

Meeting the Requirement to Submit Findings of Discrimination

If in the three years prior to the date of the grant award, your organization has received an adverse finding of discrimination based on race, color, national origin, religion, or sex, after a due-process hearing, from a state or federal court or from a state or federal administrative agency, your organization must send a copy of the finding to the OCR.

Ensuring the Compliance of Subrecipients

SAAs must have standard assurances to notify subrecipients of their civil rights obligations, written procedures to address discrimination complaints filed against subrecipients, methods to monitor subrecipients' compliance with civil rights requirements, and a program to train subrecipients on applicable civil rights laws. In addition, SAAs must submit to the OCR every three years written Methods of Administration (MOA) that summarize the policies and procedures that they have implemented to ensure the civil rights compliance of subrecipients. For more information on the MOA requirement, see http://www.ojp.usdoj.gov/funding/other_requirements.htm.

If the OCR can assist you in any way in fulfilling your organization's civil rights responsibilities as a recipient of federal financial assistance, please contact us.

Sincerely,



Michael L. Alston
Director

cc: Grant Manager
Financial Analyst



U.S. Department of Justice
Office of Justice Programs
**Sex Offender Sentencing,
Monitoring, Apprehending,
Registering and Tracking Office**

Grant

PAGE 1 OF 11

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Florida Department of Law Enforcement 2331 Phillips Road Tallahassee, FL 32308-5333		4. AWARD NUMBER: 2017-AW-BX-0038	
		5. PROJECT PERIOD: FROM 10/01/2017 TO 09/30/2019 BUDGET PERIOD: FROM 10/01/2017 TO 09/30/2019	
2a. GRANTEE IRS/VENDOR NO. 591264198		6. AWARD DATE 09/20/2017	7. ACTION Initial
2b. GRANTEE DUNS NO. 809396781		8. SUPPLEMENT NUMBER 00	
3. PROJECT TITLE SMART FY 17 Support for Adam Walsh Act Implementation Grant Program		9. PREVIOUS AWARD AMOUNT \$ 0	
		10. AMOUNT OF THIS AWARD \$ 137,895	
		11. TOTAL AWARD \$ 137,895	
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under 42 U.S.C. 16901 et seq.			
14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number) 16.750 - Support for Adam Walsh Act Implementation Grant Program			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Alan R. Hanson Acting Assistant Attorney General		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Michelle Pyle Director of Business Support	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 	19A. DATE 9/28/17
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL FUND BUD. DIV. YEAR CODE ACT. OFC. REG. SUB. POMS AMOUNT X B AW 22 00 00 137895		21. SAWBGT0011	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



U.S. Department of Justice
Office of Justice Programs
**Sex Offender Sentencing,
Monitoring, Apprehending,
Registering and Tracking
Office**

**AWARD CONTINUATION
SHEET
Grant**

PAGE 2 OF 11

PROJECT NUMBER 2017-AW-BX-0038

AWARD DATE 09/20/2017

SPECIAL CONDITIONS

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any certifications or assurances submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the award period -- may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. The Department of Justice ("DOJ"), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 42 U.S.C. 3795a), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2017 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2017 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2017 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

3. Compliance with DOJ Grants Financial Guide

The recipient agrees to comply with the DOJ Grants Financial Guide as posted on the OJP website (currently, the "2015 DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance.

M&P



U.S. Department of Justice
Office of Justice Programs
**Sex Offender Sentencing,
Monitoring, Apprehending,
Registering and Tracking
Office**

**AWARD CONTINUATION
SHEET
Grant**

PAGE 3 OF 11

PROJECT NUMBER 2017-AW-BX-0038

AWARD DATE 09/20/2017

SPECIAL CONDITIONS

4. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2015, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after-- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2015, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

5. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

6. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

MBP



U.S. Department of Justice
Office of Justice Programs
**Sex Offender Sentencing,
Monitoring, Apprehending,
Registering and Tracking
Office**

**AWARD CONTINUATION
SHEET
Grant**

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PROJECT NUMBER 2017-AW-BX-0038

AWARD DATE 09/20/2017

SPECIAL CONDITIONS

7. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

8. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

9. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$150,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$150,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$150,000)), and are incorporated by reference here.

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SPECIAL CONDITIONS

10. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

11. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "2015 DOJ Grants Financial Guide").

12. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

13. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/ojptrainingguidingprinciples.htm>.

14. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

15. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

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16. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

17. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

18. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries. Part 38 of 28 C.F.R., a DOJ regulation, was amended effective May 4, 2016.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.

19. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

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20. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2017)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2017, are set out at <https://ojp.gov/funding/Explore/FY17AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

21. Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 950 Pennsylvania Avenue, N.W. Room 4706, Washington, DC 20530; (2) e-mail to: oig.hotline@usdoj.gov; and/or (3) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://www.usdoj.gov/oig>.

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22. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

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23. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

24. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

25. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at OJP.ComplianceReporting@ojp.usdoj.gov. For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

26. Grant funds may be used only for the purposes in the recipient's approved application. The recipient shall not undertake any work or activities that are not described in the grant application, and that use staff, equipment, or other goods or services paid for with OJP grant funds, without prior written approval from OJP.

27. Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the Office of Justice Programs (OJP) program office prior to obligation or expenditure of such funds.

28. The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

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29. The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with OJP (including the grant manager for this award and the Office of Chief Financial Officer (OCFO)) on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to OJP all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by OJP for providing the requested documents. Failure to cooperate with OJP's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).
30. The recipient agrees to submit a final report at the end of this award documenting all relevant project activities during the entire period of support under this award. This report will include detailed information about the project(s) funded, including, but not limited to, information about how the funds were actually used for each purpose area, data to support statements of progress, and data concerning individual results and outcomes of funded projects reflecting project successes and impacts. The final report is due no later than 90 days following the close of this award period or the expiration of any extension periods. This report will be submitted to the Office of Justice Programs, on-line through the Internet at <https://grants.ojp.usdoj.gov/>.
31. The recipient agrees that it will submit quarterly financial status reports to OJP on-line (at <https://grants.ojp.usdoj.gov/>) using the SF 425 Federal Financial Report form (available for viewing at www.whitehouse.gov/omb/grants/standard_forms/ff_report.pdf), not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 90 days following the end of the award period.
32. The recipient shall submit semiannual progress reports. Progress reports shall be submitted within 30 days after the end of the reporting periods, which are June 30 and December 31, for the life of the award. These reports will be submitted to the Office of Justice Programs, on-line through the Internet at <https://grants.ojp.usdoj.gov/>.
33. To avoid duplicating existing networks or IT systems in any initiatives funded by SMART for law enforcement information sharing systems that involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the grantee can demonstrate to the satisfaction of SMART that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.
34. The recipient may not obligate, expend or draw down funds until the Office of the Chief Financial Officer (OCFO) has approved the budget and budget narrative and a Grant Adjustment Notice (GAN) has been issued to remove this special condition.
35. No federal funds shall be used to pay for any part of air travel that includes business or first class seating except as authorized for government travel (as described in OMB Circular A-122) and authorized by the grant manager prior to booking such tickets.
36. The recipient agrees to ensure that the State Information Technology Point of Contact receives written notification regarding any information technology project funded by this grant during the obligation and expenditure period. This is to facilitate communication among local and state governmental entities regarding various information technology projects being conducted with these grant funds. In addition, the recipient agrees to maintain an administrative file documenting the meeting of this requirement. For a list of State Information Technology Points of Contact, go to <https://it.ojp.gov/technology-contacts>.

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37. Any organization using Office of Justice Programs grant funds, in whole or in part, to collect, aggregate, and/or share data on behalf of a government agency, must guarantee that the agency that owns the data and its approved designee(s) will retain unrestricted access to the data, in accordance with all applicable law, regulations, and BJA policy: a) in an expeditious manner upon request by the agency; b) in a clearly defined format that is open, user-friendly, and unfettered by unreasonable proprietary restrictions; and c) at a minimal additional cost to the requestor (which cost may be borne by using grant funds).

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U.S. Department of Justice

Office of Justice Programs

*Sex Offender Sentencing, Monitoring, Apprehending,
Registering and Tracking Office*

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Faith A. Baker, Associate Director

Subject: Categorical Exclusion for Florida Department of Law Enforcement

The recipient agrees to assist SMART to comply with the National Environmental Policy Act (NEPA) and other related federal environmental impact analyses requirements in the use of these grant funds either directly by the recipient or by a subrecipient. Accordingly, prior to obligating grant funds, the grantee agrees to first determine if any of the following activities will be related to the use of the grant funds and, if so, to advise SMART and request further NEPA implementation guidance. Recipient understands that this special condition applies to its activities whether or not they are being specifically funded with these grant funds. That is, as long as the activity is being conducted by the recipient, a subrecipient, or any third party and the activity needs to be undertaken in order to use these grant funds, this special condition must first be met. The activities covered by this special condition are: a). new construction; b). minor renovation or remodeling of a property either: (1) listed on or eligible for listing on the National Register of Historic Places or; (2) located within a 100-year flood plain; c). a renovation, lease, or any other proposed use of a building or facility that will either; (1) result in a change in its basic prior use or; (2) significantly changes its size and; d). implementation of a new program involving the use of chemicals other than chemicals that are: (1) purchased as an incidental component of a funded activity and; (2) traditionally used, for example, in office, household, recreational, or education environments.



U.S. Department of Justice
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**GRANT MANAGER'S MEMORANDUM, PT. I:
PROJECT SUMMARY**

Grant

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2017-AW-BX-0038

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This project is supported under 42 U.S.C. 16901 et seq.

1. STAFF CONTACT (Name & telephone number)

Samantha N. Opong
(202) 514-9320

2. PROJECT DIRECTOR (Name, address & telephone number)

Sherry Gomez
Chief of Policy Development and Planning
PO Box 1489
Tallahassee, FL 32303-1489
(850) 410-7094

3a. TITLE OF THE PROGRAM

Adam Walsh Act Implementation Grant Program

**3b. POMS CODE (SEE INSTRUCTIONS
ON REVERSE)**

4. TITLE OF PROJECT

SMART FY 17 Support for Adam Walsh Act Implementation Grant Program

5. NAME & ADDRESS OF GRANTEE

Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, FL 32308-5333

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 10/01/2017 TO: 09/30/2019

8. BUDGET PERIOD

FROM: 10/01/2017 TO: 09/30/2019

9. AMOUNT OF AWARD

\$ 137,895

10. DATE OF AWARD

09/20/2017

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

14. THIRD YEAR'S BUDGET AMOUNT

15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

The Adam Walsh Child Protection and Safety Act of 2006 (AWA) (42 U.S.C. § 16909, et seq.; Pub. L. 113-235, 128 Stat. 2130, 2193) authorizes the Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking (SMART) to administer sex offender management grants. These grants assist states, the District of Columbia, U.S. principal territories and tribal jurisdictions in developing and/or enhancing sex offender registration and notification programs that support substantial implementation of Title I of the AWA, known as the Sex Offender Registration and Notification Act (SORNA). SORNA was enacted to protect the public from convicted sex offenders and offenders against children by establishing a comprehensive national system for the registration of those offenders.

As part of its responsibility to Florida's criminal justice community, the Florida Department of Law Enforcement (FDLE), Enforcement and Investigative Services, Database Management and Offender Registry unit houses and maintains the state's sexual predator/offender database. This unit, staffed with six analysts, helps to monitor and track approximately 12,000 registered predators and 58,000 registered offenders. Now more than 10 years old, the database runs on an unsupported

platform incapable of interfacing with the spectrum of operating systems and mobile applications in use by law enforcement agencies who have the responsibility to monitor sexual predators/offenders in their jurisdictions. The database must be flexible enough to accommodate frequent change in sexual predator/offender requirements, and staff must remain current on Florida and national laws regarding registration issues.

FDLE has funds to rebuild the database, but will use the SMART FY 2017 AWA grant funds to support the design and planning phase of the project. The project will also require FDLE to build a technology test environment, purchasing a variety of mobile devices and operating systems for testing new programming to ensure the new system will properly interface with all users when it is released. FY 2017 AWA funds will also be used to provide updated training and reference materials to Florida's local law enforcement users, and to maintain the knowledge and skills of FDLE's Registry staff that serves them.

FDLE will host four steering committee meetings over the next two years to help refine system requirements and business rules. Equipment will be purchased to establish a robust test environment for system development. FDLE will host two annual user training symposiums and publish updated reference materials to ensure Florida's law enforcement users have current, accurate, and accessible information related to sexual predator/offender registration requirements. Additionally, the Agency will send Registry staff to two annual national conferences to ensure staff remains knowledgeable of national laws and registry changes. Lastly, FDLE will provide equipment to Registry staff to improve efficiency when traveling off site for court testimony or conferences.

ca/hcf