

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: May 8, 2023  
Item No.: 10.h

Department Approval



City Manager Approval



Item Description: Accept 2023 Pathways to Policing Grant Funding

**BACKGROUND**

On February 27, Council approved applying for 2023 Pathways to Policing grant funding. On March 29<sup>th</sup>, the Minnesota Department of Public Safety notified RPD funding has been awarded in the amount of \$20k. Two eligible Cadets or CSOs will receive up to \$10k in reimbursement to help cover the costs associated with the board-certified Minnesota Professional Peace Officer Education program of their choice. A condition of the grant is candidates must pass their state mandated licensing exam by June 30, 2024. To be eligible for participation in the 2023 Pathways to Policing program, Roseville Cadets and CSOs will submit plans from their colleges confirming they are on track to meet this deadline.

The State of Minnesota Grant Contract (Attachment A) has been reviewed and approved by the City Attorney.

**POLICY OBJECTIVE**

Allow the Roseville Police Department to enter into a grant contract agreement with the MN Department of Public Safety, commencing Pathways to Policing grant activities, thereby advancing the City’s commitment to the Government Alliance on Racial Equity (GARE) and the Department’s mission to recruit nontraditional police officer candidates in an effort to better reflect the community served.

**BUDGET IMPLICATIONS**

The Police Department will cover grant related expenses using forfeiture funds along with any available personnel budgets or from other sources. Each eligible Cadet or CSO (up to two) can seek reimbursement funds (up to \$10k) for school related expenses incurred over the grant period. The Department intends to follow current Roseville City policy on tuition reimbursement. Upon completion of the grant contract, reimbursement for all eligible grant activities will be requested. Once received, the grant funds will reimburse internal accounts and other sources. There is minimal financial obligation or risk to the City of Roseville.

**RACIAL EQUITY IMPACT SUMMARY**

The City of Roseville and the Roseville Police Department remain committed to a workforce that truly represents the diversity and lived experiences of everyone in the community. Accepting Pathways to Policing grant funding will help create broader opportunities for historically under-represented law enforcement candidates and create stronger relationships and engagement with our

31 community. As the City continues to grow and increase in racial diversity, it is important we  
32 continue to recruit police officers with diverse voices, perspectives, and lived experiences.

33 **STAFF RECOMMENDATION**

34 Approval was granted February 27, 2023 to apply for the Minnesota Department of Public Safety  
35 2023 Pathways to Policing grant (Attachment B). Staff recommends allowing the Roseville Police  
36 Department to accept the Minnesota Department of Public Safety grant funding thereby allowing  
37 commencement of agreed upon grant related activities.

38 **REQUESTED COUNCIL ACTION**

39 Authorize the Mayor and City Manager to sign the attached copy of the State of Minnesota Grant  
40 Contract (Attachment A) thereby allowing the City of Roseville to accept the grant funding and  
41 proceed in accordance with the specified tasks and line-item budget approved by the State of  
42 Minnesota.

Prepared by: Erika Scheider, Chief of Police

Attachments: A: State of Minnesota Grant Contract  
B: RCA Approving 2023 Pathways to Policing Grant Application



## Grant Contract Agreement

Page 1 of 2

<b>Minnesota Department of Public Safety (“State”)</b> Office of Justice Programs 445 Minnesota Street, Suite 2300 St. Paul, MN 55101-2139	<b>Grant Program:</b> Pathway to Policing Reimbursement Grants 2023 <b>Grant Contract Agreement No.:</b> A-PTP-2023-ROSEVLDPD-00018
<b>Grantee:</b> City of Roseville, Police Department 2660 Civic Center Drive Roseville, Minnesota 55113	<b>Grant Contract Agreement Term:</b> <b>Effective Date:</b> 5/1/2023 <b>Expiration Date:</b> 6/30/2024
<b>Grantee’s Authorized Representative:</b> Sarah Mahmud, Police Services Manager City of Roseville Police Department 2660 Civic Center Drive Roseville, Minnesota 55113 (651) 792-7205 sarah.mahmud@cityofroseville.com	<b>Grant Contract Agreement Amount:</b> Original Agreement \$20,000.00 Matching Requirement \$20,000.00
<b>State’s Authorized Representative:</b> Kristin Lail, Grants Specialist Coordinator Office of Justice Programs 445 Minnesota Street, Suite 2300 St. Paul, MN 55101-2139 (651) 230-3358 Kristin.lail@state.mn.us	Federal Funding: CFDA None FAIN: None State Funding: Minnesota Session Laws of 2021, 1 <sup>st</sup> Special Session, Chapter 11, Article 1, Section 14, Subdivision 7 Special Conditions: None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

**Term:** The creation and validity of this grant contract agreement conforms with Minn. Stat. § 16B.98 Subdivision 5. Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16B.98, Subdivision 7, whichever is later. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee, will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved Pathway to Policing Reimbursement Grants 2023 Application (“Application”) which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 2300, St. Paul, Minnesota, 55101-2139. The Grantee shall also comply with all requirements referenced in the Pathway to Policing Reimbursement Grants 2023 Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

**Budget Revisions:** The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

**Matching Requirements:** (If applicable.) As stated in the Grantee’s Application, the Grantee certifies that the matching requirement will be met by the Grantee.



**Payment:** As stated in the Grantee’s Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

**Certification Regarding Lobbying:** (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

**1. ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.*

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

**3. STATE AGENCY**

Signed: \_\_\_\_\_  
(with delegated authority)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Grant Contract Agreement No./ P.O. No. A-PTP-2023-ROSEVLPD-00018 / 3-86974

Project No.(indicate N/A if not applicable): N/A

**2. GRANTEE**

*The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.*

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Distribution: DPS/FAS  
Grantee  
State’s Authorized Representative

Pathway to Policing Reimbursement Grants 2023

EXHIBIT A

Organization: Roseville Police Department

A-PTP-2023-ROSEVLPD-00018

Budget Summary

PTP : 2023 Pathways to Policing Tuition Reimbursement Grant				
Budget Category	Award	Match		
Travel and Training				
Education/ Training - Tuition Reimbursement	\$20,000.00	\$20,000.00		
<b>Total</b>	\$20,000.00	\$20,000.00		
<b>Total</b>	\$20,000.00	\$20,000.00		

**ROSEVILLE**  
**REQUEST FOR COUNCIL ACTION**

Date: February 27, 2023  
Item No.:

Department Approval

City Manager Approval



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Item Description: Consider Approval of an Application for the 2023 Pathways to Policing Grant

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1 **BACKGROUND**

2 For many years, the Roseville Police Department (RPD) has taken proactive measures to create a workforce  
3 that truly represents the diversity and lived experiences of everyone in the community. The RPD strives to  
4 employ nontraditional law enforcement candidates with preference given to candidates who can demonstrate  
5 experience living in, interacting with, or organizing diverse communities. Preferences are given to those with  
6 fluency in one of the top five non-English languages spoken in Roseville: Hmong, Karen, Somali, Spanish, or  
7 Thai. Our most intensive recruitment efforts have focused on part-time Community Service Officers (CSOs)  
8 and full-time Cadets. The department hires CSOs and Cadets with the intention that they will become  
9 Roseville Police Officers in the future.

10 Each year since 2019, the Roseville City Council has approved applying for and accepting annual grant  
11 funding through the Minnesota Department of Public Safety’s Pathways to Policing Program. Participation in  
12 the Pathways to Policing grant program has greatly supported RPD’s Commitment to Diversity staffing by  
13 reducing financial barriers for underrepresented candidates. This opportunity provides participants  
14 reimbursement for tuition, books and equipment costs associated with the Minnesota Professional Peace  
15 Officer Education Licensing Program.

16 Participating in Pathways to Policing is generating successful outcomes. Several current police officers  
17 obtained tuition assistance through the Pathways to Policing Program. RPD seeks Council approval to  
18 continue pursuing Pathways to Policing grant funding in an effort to recruit and reduce financial barriers for  
19 Roseville’s nontraditional CSOs and Cadets.

20 The department will seek Pathways to Policing grant funding in the amount of \$20k to help two CSOs or  
21 Cadets cover the costs associated with the board-certified Minnesota Professional Peace Officer Education  
22 program of their choice. A condition of the grant is candidates must pass their state mandated licensing exam  
23 by July, 2024. To be eligible for participation in the 2023 Pathways to Policing program, Roseville candidates  
24 will submit a plan from their college confirming they are on track to meet this deadline.

25 Each eligible CSO or Cadet (up to two) can seek reimbursement funds (up to \$10k) for school related  
26 expenses incurred over the grant period. The Department intends to follow current Roseville City policy on  
27 tuition reimbursement. Upon completion of the grant contract, reimbursement for all eligible grant activities  
28 will be requested. Once received, the grant funds will reimburse internal accounts and other sources. Should a  
29 candidate not meet grant deadline requirements, the Police Department will cover grant related expenses

30 using forfeiture funds along with any available personnel budgets or from other sources. There is minimal  
31 financial obligation or risk to the City of Roseville.

32 The grant application deadline is March 14, 2023.

33 **POLICY OBJECTIVE**

34 The Roseville Police Department continues to further its goal to reflect the community it serves by applying  
35 for the 2023 Pathways to Policing Grant. Participating in the Pathways to Policing Program advances the  
36 City’s commitment to have a workforce reflective of the community we serve and aligns with the first priority  
37 of the City’s Strategic Racial Equity Action Plan to improve current recruitment and hiring processes to  
38 diversify the city’s workforce.

39 **RACIAL EQUITY IMPACT SUMMARY**

40 The City of Roseville and the Roseville Police Department remain committed to a workforce that truly  
41 represents the diversity and lived experiences of everyone in the community. Obtaining funding through the  
42 Pathways to Policing grant will help create broader opportunities for historically under-represented law  
43 enforcement candidates and create stronger relationships and engagement with our community. As the City  
44 continues to grow and increase in racial diversity, it is important we continue to recruit police officers with  
45 diverse voices, perspectives, and lived experiences.

46 **STAFF RECOMMENDATION**

47 Approve the Police Department’s request to apply for the 2023 Pathways to Policing Grant from the  
48 Department of Public Safety Office of Justice Programs.

49 **REQUESTED COUNCIL ACTION**

50 Approve the Police Department’s request to apply for the 2023 Pathways to Policing Grant from the  
51 Department of Public Safety Office of Justice Programs

52

Prepared by: Erika Scheider, Chief of Police  
Attachments: A: 2023 Pathways to Policing Grant Request for Proposals