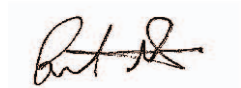


ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: September 23, 2019
Item No.: 7.b

Department Approval



City Manager Approval



Item Description: Consider Approval of Application for Pathways to Policing Grant from the Department of Public Safety Office of Justice Programs

BACKGROUND

Since 2013, as a way to reflect the community it serves, the Roseville Police Department has sought out non-traditional law enforcement candidates, hiring qualified Community Service Officers (CSO) who are female or speak a foreign language, with preference given to Spanish, Somali, Hmong, Karen and Thai, or have previous experience in living or working with minority communities. The City of Roseville is an active member of the Government Alliance on Racial Equity (GARE) and strives to employ minorities in law enforcement. This ongoing hiring practice has yielded quality and diverse CSOs. The Department has a rich history of hiring CSOs as police officers.

The Police Department also includes tuition reimbursement in its annual budget and has facilitated three SKILLS scholarships from the Roseville Police Foundation for CSOs to continue their state statute mandated training in order to become police officers.

Several years ago, the Minnesota Department of Public Safety Office of Justice Programs offered grants through a Pathways to Policing Program which was intended to increase non-traditional police officer candidates. This program required various cities to pool their eligible candidates and the program mandated candidates attend their SKILLS training at Hennepin Technical College in Brooklyn Park. Pooling candidates among various larger agencies can produce recruitment challenges and travelling to Brooklyn Park can be difficult for some candidates. For these reasons and others, the Roseville Police Department did not participate in the first edition of the Pathways to Policing Program.

In 2019, the Department of Public Safety altered the Pathways to Policing Program by eliminating the pooled hiring processes, Hennepin Technical College as the only SKILLS provider, and other minor alterations which makes the current version of the Pathways to Policing Program a good fit for the Roseville Police Department. The 2020 Pathways to Policing Reimbursement grant application deadline is September 27, 2019.

Funding the cost of education to include coursework fees, books and equipment, as well as compensating candidates for time spent attending school (not earning income), a barrier for many non-traditional candidates, has been a foundation of the Pathways to Policing Program. Through the Pathways to Policing grant, the Department hopes to eliminate, or at least reduce this barrier by applying for grant funds to reimburse CSOs for time spent attending school (up to 9 hours per week) or coursework fees, books and equipment costs associated with the board-certified Minnesota Professional Peace Officer Education program of their choice. Currently CSOs work an average 20

hour work week and attend college, plus some work an additional part-time job. To participate in this opportunity, CSO must submit a plan from their college showing they can be POST eligible by the grant deadline. A condition of the grant is candidates must pass their state mandated licensing exam by the grant deadline, June 30, 2021. It is expected all current CSOs will be able to meet this deadline and are eligible for this opportunity.

The Police Department will seek \$72k in funding through the Pathways to Policing grant; current operations fulfill the 50% match requirement. Should the grant be awarded, each eligible CSO can choose to be paid 9 additional hours per week to attend school (~\$18k total over 18 months) or seek reimbursement funds (up to \$18k) for school related expenses incurred over the 18 month grant period. Should the latter option be selected, the Department intends to follow current City policy on tuition reimbursement with an exception to the maximum amount allowed. The Department plans to request quarterly progress reports of all CSOs participating in RPD's Commitment to Diversity Pathways to Policing program.

Grant applicants will be notified of awards by November 1, 2019. Grant activities will commence January 1, 2020 and end June 30, 2021.

POLICY OBJECTIVE

The Police Department continues to further the mission to reflect the community it serves by applying for a Pathways to Policing Grant. Participating in the Pathways to Policing Program furthers the mission of Government Alliance on Racial Equity (GARE) through recruitment of non-traditional police officer candidates.

BUDGET IMPLICATIONS

The Police Department will cover initial reimbursement costs (up to \$72k) using forfeiture funds along with any available funds from RPD's tuition reimbursement budget or from other sources. Once received, the grant funds will be paid back to the internal accounts and other sources. There is no financial obligation or risk to the City of Roseville.

STAFF RECOMMENDATION

Approve the Police Department's request to apply for a Pathways to Policing Grant.

REQUESTED COUNCIL ACTION

Approve the Police Department's request to apply for a Pathways to Policing Grant.

Prepared by: Chief Rick Mathwig

Attachment: A: Pathways to Policing RFP

1 **Minnesota Department of Public Safety**
2 **Office of Justice Programs**

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4 **REQUEST FOR PROPOSALS**
5 **2020 PATHWAY TO POLICING REIMBURSEMENT GRANTS**

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7 **Due: Wednesday, September 27, 2019**
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10 **INTRODUCTION and SOURCE OF FUNDS**
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12 As stated in Chapter 95, 2017 Minnesota Session Laws:
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14 The purpose of this request for proposals is to support pathway to policing programs intended to
15 bring persons with nontraditional backgrounds into law enforcement. Law enforcement agencies may
16 apply for reimbursement grants to receive up to 50 percent of the cost of compensating and training
17 pathway to policing participants. Reimbursement grants shall be proportionally allocated based on the
18 number of grant applications approved.
19

20 **ELIGIBLE APPLICANTS**

21 Local units of government that operate pathway to policing programs; colleges and universities are
22 not eligible applicants.
23

24 **FUNDS AVAILABLE**

25 \$390,000 is available in one-time funding. Awards may range from \$15,000-\$75,000 but may be
26 lower depending on the number of approved applications.
27

28 **APPLICATION DEADLINE**

29 Applications must be submitted using the e-grants system by 4:00 p.m. on Friday, September 27,
30 2019. No paper submissions will be accepted.
31

32 **PROJECT OVERVIEW**

33 Pathway to policing programs provide a route for nontraditional candidates who have at least an
34 associate's degree in any discipline. Upon successful completion of a training program and passing
35 the Peace Officers Standards and Training (POST) exam, grantees are eligible for the reimbursement.
36 Grantees will receive preliminary award notification but must provide evidence that candidates have
37 passed the POST exam before receiving funds.
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39 Applicant departments may have different timelines for participation in a training program that meets
40 all POST board learning objectives. The application deadline of September 27 will let us to know
41 how many departments are planning to train and how many participants will be trained. This will help
42 us plan for a more equitable award process.
43

44 **APPLICATION PROCESS**

45 Applications must be submitted via e-grants, the Office of Justice Programs (OJP) online grants
46 management system, at [e-grants](#) can also be accessed via the Office of Justice Programs [website](#).
47 To establish an user account if you do not already have one, click on the purple "New User" option
48 in the login box in the upper right corner of the e-grants website and follow instructions to fill out the
49 profile. e-grants User Guides can be found on the OJP Grants [webpage](#).

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It is the policy of the State of Minnesota to ensure fairness, precision, equity, and consistency in competitive grant awards. This includes implementing diversity and inclusion in grant-making. Standardized scoring follows the review criteria detailed in this request for proposals.

APPLICATION CONTENT

The application will consist of the following elements. Applications that do not include all elements will not score well in the review process.

1. **Project Information:** Input directly into e-grants information such as the authorized representatives for the project, tax identification numbers, and other identifying information. This form will be printed out and used as the cover sheet of the proposal.
2. **Narrative (Word document – 20 points):** Applicants will address the following in a two page maximum WORD document with ¾” margins, single spaced and with a 12 point font size. When ready to submit, the narrative will be submitted as an attachment to the application. The narrative should address the following topics:
 - Description of your pathway to policing program and how it works
 - Timeline of activities
 - Definition of nontraditional candidates
 - Recruitment and selection process
 - Eligibility requirements/minimum qualifications for candidates
 - Description of proposed training that will meet POST board learning objectives
3. **Budget (Input directly into e-grants – 5 points):** The budget entered into e-grants will be **50% of the total costs** of your pathway to policing program. Do not enter the other 50% of expenses that will not be covered by the grant.
 - Budget items eligible for reimbursement include wages, taxes and benefits, course fees and equipment.
 - Include calculations for all budget items.

APPLICATION REVIEW PROCESS

A review committee will read and score applications according the following scale.

Narrative	20 points
<u>Budget</u>	<u>5 points</u>
TOTAL	25 points

A final staff review will consider geographic locations with the intent of disbursing funds as widely as possible. Timeliness and completeness of past grant financial and progress reporting will be considered. Final decisions will be made by the Commissioner of Public Safety and applicants will be notified of grant awards by November 1, 2019.

Any appeals of funding decisions should be submitted in writing by November 9, 2019 to the Executive Director, Office of Justice Programs, MN Department of Public Safety, 445 Minnesota St., Suite 2300, St. Paul, MN 55101.

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102 POST AWARD REQUIREMENTS

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118 TECHICAL ASSISTANCE**119 For questions regarding the e-grants online submission process, please call:**120 1-800-820-1890 | helpdesk@agatesoftware.com

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122 For questions regarding the application, please call:

123 Claire Cambridge, Office of Justice Programs, MN Department of Public Safety

124 Claire.cambridge@state.mn.us; 651-201-7307.

125

126 A Frequently Asked Questions (FAQ) document will be updated weekly with responses to questions

127 received about this solicitation up until the application due date. Access the [FAQ](#) on the OJP grants

128 website.

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131 TERMS AND CONDITIONS, GRANT PROGRAM GUIDELINES, OJP GRANT MANUAL

132 As part of submitting this application in e-grants the applicant agency agrees to the Terms and

133 Conditions of OJP Grantees for non-state applicants as well as the Program Guidelines. These

134 address State requirements such as worker's compensation, civil rights, affirmative action, and data

135 privacy. By agreeing to these in e-grants the applicant is certifying that they have the authority to

136 make these commitments. Applicants are encouraged to print and review these documents with the

137 appropriate agency staff prior to submitting the application in e-grants. If selected for funding, the

138 grantee will need to submit required certifications. These documents become, by reference, part of

139 the formal grant contract agreement. In addition grantees agree to follow the [OJP Grant Manual](#)

140 which provides basic information on policies and procedures for grant administration.

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143 RIGHT OF CANCELLATION

144 The State reserves the right to cancel this solicitation if it is considered to be in its best interest. The

145 State reserves the right to negotiate modifications to the application or to reject any and all

146 applications received as a result of this Request for Proposals. The State will not award a grant

147 contract solely on the basis of any response made to this request, or pay for information solicited or
148 obtained.
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