

**RESOLUTION NO. 2078**

A RESOLUTION OF THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND ACCEPTING FUNDS AWARDED THROUGH A GRANT FROM THE GOVERNOR'S OFFICE OF CRIME CONTROL AND PREVENTION FOR THE SAFE STREETS PROJECT.

WHEREAS, the City of Salisbury submitted a grant application requesting continuance of funding under the Maryland Safe Streets Project to the Governor's Office of Crime Control and Prevention; and

WHEREAS, the City of Salisbury's grant application was approved by the Governor's Office of Crime Control and Prevention to provide funding for the following programs; and

Community Prosecutor/States Attorney's Office	\$89,000
Crime Data Analyst/Salisbury Police Department	\$35,405
Community Policing/Salisbury Police Department	\$66,300
Community Policing/Wicomico Sheriff's Department	\$36,400
Safe Streets Program Coordinator	\$68,144
Crime Solvers Incentives	\$ 2,500
Project Hope Program Coordinator	\$10,400
Project Hope Program Facilitator	\$ 6,874
Project Hope Program Supplies	\$ 1,000
City of Salisbury Finance/Munis Software License	\$ 1,100
City Service Center Alarm System	\$ 1,000
Neighborhood Services & Code Compliance/Comcate Software 1 year License	\$ 6,500
Total Award	\$ 324,623

WHEREAS, the grant was awarded to the City of Salisbury;

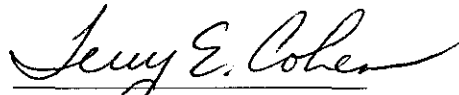
NOW, THEREFORE, BE IT RESOLVED, on this 25<sup>th</sup> day of July, 2011, that the Council of the City of Salisbury, Maryland does hereby accept the funds awarded from the Governor's Office of Crime Control and Prevention; and

BE IT FURTHER RESOLVED, that Mayor James Ireton, Jr. is authorized and empowered to execute any and all documents required for receipt of said funds.

THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on July 25, 2011, and is to become effective immediately.

ATTEST:

  
Brenda J. Colegrove  
CITY CLERK

  
Terry E. Cohen  
COUNCIL PRESIDENT

APPROVED BY ME THIS

26<sup>th</sup> day of July, 2011

  
James Ireton, Jr.  
Mayor

# City of Salisbury



JAMES IRETON, JR.  
MAYOR

JOHN R. PICK  
CITY ADMINISTRATOR

LORÉ CHAMBERS  
ASSISTANT CITY ADMINISTRATOR

MARYLAND

699 W. SALISBURY PARKWAY  
SALISBURY, MARYLAND 21801  
Tel.: 410-548-3165  
Fax: 410-548-5173

BARBARA DUNCAN  
CHIEF OF POLICE  
SALISBURY POLICE DEPARTMENT

July 8, 2011

TO: John R. Pick  
City Administrator

FROM: Chief Barbara Duncan

SUBJECT: Resolution – “Safe Streets Coalition” – MSSP”

Attached, please find a Resolution to accept \$324,623.00 in state grant funds, awarded through the Governor’s Office of Crime Control and Prevention to address high incidences of crime in the City of Salisbury and surrounding areas. The grant includes funds for salaries, fringe benefits, travel expenses, overtime for law enforcement support and State’s Attorney, a Safe Streets program coordinator, a Community Prosecutor, a Project Hope Coordinator and Facilitator, Crime Data Analyst, computers, software, prostitution recidivism supplies, and security monitoring systems.

This grant has been awarded to the City of Salisbury Police Department, under the Collaborative Supervision And Focused Enforcement Initiative.

Unless you, or the Mayor, have further questions, please forward this Resolution to the City Council.

Barbara Duncan  
Chief of Police

Attachment





300 E. Joppa Road, Suite 1105  
Baltimore, Maryland 21286-3016  
410-821-2828 / TOLL FREE: 1-877-687-9004  
FAX: 410-321-3116  
[INFO@GOCCP.STATE.MD.US](mailto:INFO@GOCCP.STATE.MD.US)  
[WWW.GOCCP.MARYLAND.GOV](http://WWW.GOCCP.MARYLAND.GOV)

Martin O'Malley  
*Governor*

Anthony Brown  
*Lt. Governor*

Kristen Mahoney  
*Executive Director*

June 20, 2011

Captain David Meienschein  
Project Director  
Salisbury Police Department  
699 West Salisbury Parkway  
Salisbury MD 21801-4043

RE: CCSS-2012-1221

Dear Captain Meienschein:

I am pleased to inform you that your grant application entitled, "Maryland Safe Streets," in the amount of \$324,623.00 has received approval under the Capital City Safe Streets - Annapolis City Police. Chief Barbara Duncan has received the Grant Award packet containing information and forms necessary to initiate the project.

Enclosed are the project commencement, special conditions, programmatic forms, and first quarter financial forms. The General Conditions for all GOCCP awards are located online, at <http://www.goccp.maryland.gov/grants/general-conditions.php>. A copy of the Grant Award letter is also included.

**It is essential**, as the Project Director, that you submit the **Notification of Project Commencement** to indicate the starting date of your project **within 14 calendar days** after receiving your grant award packet. **No Requests for Funds can or will be processed unless** the Notification of Project Commencement has been signed and received. **Copies and faxes are not acceptable.**

Please be sure to review the Grant Award. As the Project Director you are responsible for the operation, administration, and the completion of the forms necessary to initiate and report project activities and comply with the special conditions. It is important that you understand all the Special Conditions attached to this award, as they are specific to your funding source. One General Condition that must be emphasized is that none of the principal activities of the project may be sub-awarded to another organization without written prior approval by the Governor's Office of Crime Control and Prevention.

Although the first quarter reporting forms are included in the initial award package, you are required to complete all reporting using the GOCCP online reporting software. Instructions for downloading and installing the required software can be found online, at <http://www.goccp.maryland.gov/grants/submit-reports.php>.

Hard copies, generated by the online software with an original signature in blue ink, **must** be mailed to this Office. *Programmatic reports* must be received within **15 calendar days** after the end of each quarter. *Financial reports* must be received within **30 calendar days** after the end of each quarter. Revisions are allowed to be submitted up to 60 days after the end date of each quarter.

These revisions are **only** accepted if the initial quarterly report was submitted within the mandatory time frame noted above. Any requests for changes or modification to the project as awarded must be made **in writing**, using the Grant Modification Form, which is also available online. Copies and faxes are not acceptable.

If the purchase of furniture/equipment is part of this grant project and you are a governmental agency, it is required that such purchases are made by competitive bid or through your approved governmental procurement process and that inventory records be maintained.

Should you have any questions or need any clarification regarding this Award, **please have your award number when you call** so that you can be referred to the appropriate Program Monitor (**Sharron Melvin**) or Fiscal Team Member (**Felicia Bailey**). This will enable us to provide you with technical assistance and information in a timely manner.

Sincerely



Amy Steinly-Marks  
Grants Manager

cc: Chief Barbara Duncan



CCSS-2012-1221

### Notification of Project Commencement Delay in Project Commencement

Section II of this form must be completed and returned to the Governor's Office of Crime Control and Prevention within two weeks after project commencement with an original signature by the Project Director at the bottom of the form. If the project will not be operational within 45 days of the original starting date of the Period of Award, a completed Grant Modification Form along with this form with Section III completed and an original signature by the Project Director at the bottom of this form, must be submitted as soon as you are aware of the delay. These two forms must provide the reason(s) for the delay, a justification for those reasons, and an explanation of the steps being taken to initiate this project. The expected commencement date must be reflected on the Grant Modification form. After these forms are completed, the originals must be sent to GOCCP to the attention of the Control Desk.

**I. General Information:**

<b>A. TITLE OF PROJECT:</b>	Maryland Safe Streets
<b>B. GRANTEE:</b>	Salisbury Police Department
<b>C. IMPLEMENTING AGENCY:</b>	Salisbury Police Department
<b>D. PERIOD OF AWARD:</b>	July 1, 2011 to June 30, 2012

**II. Project Commencement Information:**

You must initial and date this section and sign the bottom of the form in blue ink to confirm that the project will be active within the Period of Award noted above. Any changes require submission of a Grant Modification Form and completion of Section III of this form with an authorized signature at the bottom of the form. A Project Director signature is preferred. If unavailable, the Fiscal Contact or Authorized Official as noted in your application may sign. After this form is completed, the original must be sent to GOCCP to the attention of the Control Desk.

<u>DM</u>	<u>6-28-11</u>
INITIAL	DATE


**III. Delay in Project Commencement:**

**Do not submit a request for delay in Project Commencement unless the starting date delay is more than 45 days past the original starting date.** The request to delay commencement requires submission of this form with this Section completed and signed in blue ink at the bottom of this form **and a Grant Modification Form**. Both forms must provide a justification. There is no automatic extension to the project end date. After the request for change is reviewed, if approved, you will receive a Grant Adjustment Notice (GAN) approving a delay prior to commencement of the project.

Date of Project Commencement refers to the actual date (a) after which project funds are spent; or (b) after which financial obligations are incurred or project activities begin. Start Dates must always be the first (1st) day of a month.

**Narrative Explanation of Delay:**

(Attach additional pages as needed)

Signed:  Date: 6-28-11  
 Project Director

*(Project Director is preferred, Fiscal Contact or Authorized Official of Project Director if unavailable)*

### ***Conditions of the Grant Award***

**Special Grant Conditions:**

- 1 . This grant award is subject to the General Conditions found on the GOCCP website (<http://www.goccp.maryland.gov/grants/general-conditions.php>). The aforementioned General Conditions should be printed for your reference and are subject to change without written notice.
- 2 . The HEAT Team is the primary entity responsible for the implementation of the street level public safety elements of the strategic plan and is a requirement in each CSAFE-VPI Area. HEAT team meetings are held twice a month and provide a forum for specific interest communications with residents, organizers and coordinators regarding community intelligence of local crime or other specific community concerns. However, if the teams demonstrate that data is provided continuously through alternate information sharing mechanisms, meetings can be reduced to one a month.
- 3 . The Strategic Planning Committee meeting attendance is highly recommended. This committee is a mechanism to engage mid-level management supervisors of HEAT team members. The sub-recipient or their designee will assure that minutes are recorded and distributed to all team members, and GOCCP.
- 4 . Any Crime Analyst and/or Prosecutor funded through this grant award must provide services to all CSAFE-VPI areas identified within your county.
- 5 . At the request of GOCCP, any law enforcement sub-recipient shall provide a report, in the format provided by GOCCP, which details the number of fingerprint and palm print matches received from DPSCS and the number of associated arrests arising from those matches.
- 6 . As requested, any law enforcement sub-recipient agrees to provide information to GOCCP on any matches, or "hits", between crime scene DNA evidence samples and the DNA profiles of known offenders contained in either the convicted offender or charge DNA databases.
- 7 . Any law enforcement sub-recipient shall ensure that the Maryland State Police receive UCR data within 30 days of the close of every quarter.
- 8 . Any law enforcement sub-recipient shall provide an annual report, in the format provided by GOCCP, on DNA crime scene evidence samples. DNA crime scene evidence samples are defined as crime scene evidence that has been collected AND submitted to a crime laboratory for DNA analysis.
- 9 . Any law enforcement sub-recipient that maintains a SWAT team(s) shall provide a semi-annual report to GOCCP, in the format provided by GOCCP, on: 1) The number of times SWAT teams were deployed; 2) The locations where the SWAT teams were deployed; 3) The reasons for deployments; 4) The legal authority, including the type of warrant, if any, for each deployment; and 5) The result of each deployment, including: number of arrests; whether a forcible entry was made; whether a weapon was discharged by a SWAT team member; and whether a person or domestic animal was injured or killed by a SWAT team member.

**BUDGET NOTICE**

Budget Version: 1

**TITLE OF PROJECT:** Maryland Safe Streets  
**IMPLEMENTING AGENCY:** Salisbury Police Department  
**PERIOD OF AWARD:** 07/01/2011 to 06/30/2012

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<i>Adjusted Budget Summary:</i>	Total Grant Funds:	\$324,623.00
	Cash Match Funds:	\$0.00
	In Kind Match Funds:	\$0.00
	Total Project Cost:	\$324,623.00

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**Budget Detail****Approved Costs:****Personnel**

Police Officer Overtime	\$51,000.00	Grant Funds	
Police Officer Fringe	\$15,300.00	Grant Funds	
Crime Data Analyst	\$27,235.00	Grant Funds	
Crime Analyst Fringe	\$8,170.00	Grant Funds	
Safe Streets Coordinator	\$51,649.00	Grant Funds	
Safe Streets Coordinator Fringe	\$15,495.00	Grant Funds	
			\$168,849.00

**Travel**

Safe Streets Coordinator	\$1,000.00	Grant Funds	
			\$1,000.00

**Contractual Services**

Prosecutor Salary	\$65,000.00	Grant Funds	
Prosecutor Overtime	\$3,500.00	Grant Funds	
Sheriff Overtime	\$28,000.00	Grant Funds	
Sheriff Fringe	\$8,400.00	Grant Funds	
Project Hope Coordinator	\$8,000.00	Grant Funds	
Project Hope Fringe	\$2,400.00	Grant Funds	
Project Hope Facilitator	\$5,288.00	Grant Funds	
Project Hope Facilitator Fringe	\$1,586.00	Grant Funds	
Prosecutor Fringe	\$20,500.00	Grant Funds	
Alarm Engineering	\$1,000.00	Grant Funds	
			\$143,674.00

**Other**

Crime Solvers Incentives	\$2,500.00	Grant Funds	
Comcate Software - 1 year license	\$6,500.00	Grant Funds	
Munis Software - 1 year license	\$1,100.00	Grant Funds	
Project Hope Supplies	\$1,000.00	Grant Funds	
			\$11,100.00



### BUDGET NOTICE

Budget Version: 1

**TITLE OF PROJECT:** Maryland Safe Streets  
**IMPLEMENTING AGENCY:** Salisbury Police Department  
**PERIOD OF AWARD:** 07/01/2011 to 06/30/2012

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<i>Adjusted Budget Summary:</i>	Total Grant Funds:	\$324,623.00
	Cash Match Funds:	\$0.00
	In Kind Match Funds:	\$0.00
	Total Project Cost:	\$324,623.00


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#### Budget Detail

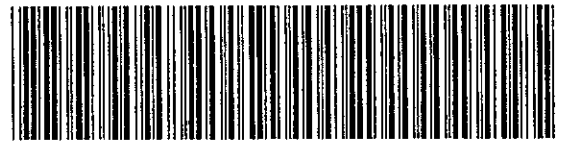
#### Approved Costs:

**Total Amount:** \$324,623.00

Approved:

  
\_\_\_\_\_  
*Authorized Official*

Effective Date: 06/13/2011



CCSS-2012-1221

**GRANT MODIFICATION FORM**

**TITLE OF PROJECT:** Maryland Safe Streets  
**GRANTEE:** Salisbury Police Department  
**IMPLEMENTING AGENCY:** Salisbury Police Department  
**PERIOD OF AWARD:** 07/01/2011 to 06/30/2012

**Budget Modification Requested:**

Category	Current Budget		Changes Requested (+/-)		Requested Budget	
	Grant	Match	Grant	Match	Grant	Match
Personnel	\$168,849.00	\$0.00				
Operating	\$0.00	\$0.00				
Travel	\$1,000.00	\$0.00				
Contractual	\$143,674.00	\$0.00				
Equipment	\$0.00	\$0.00				
Other	\$11,100.00	\$0.00				
Totals	\$324,623.00	\$0.00				

**Personnel/Other Changes:**

Change Project Director:

From: \_\_\_\_\_ To: \_\_\_\_\_

Change Fiscal Contact:

From: \_\_\_\_\_ To: \_\_\_\_\_

Change Project Dates:

From: \_\_\_\_\_ To: \_\_\_\_\_

**Explanation and Justification for Requested Modification:**

(Attach additional pages if needed)

Signed: \_\_\_\_\_  
 Authorized Official Date

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

e-mail: \_\_\_\_\_

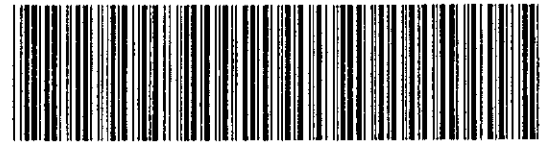
Corrections

Phone: \_\_\_\_\_

FAX: \_\_\_\_\_

e-mail: \_\_\_\_\_

### Property Inventory Report



CCSS-2012-1221

Description of Property	Name of Vendor Purchase Order #	Serial #	Internal Inventory #	Date Purchased	Unit Cost	Quantity	% FF	Condition	Location and Use/ Disposition

Condition of Property: N=New, G=Good, F=Fair, P=Poor

*I certify that the above listed property is currently and will continue to be used for project and/or other related purposes.*

Signed: \_\_\_\_\_  
Project Director Date



CCSS-2012-1221

# Performance Measures

## Capital City Safe Streets - Annapolis City Police

### Maryland Safe Streets

**Report Period: 07/01/2011 to 09/30/2011**

*The information requested is very important in helping us measure the progress you are making in achieving your project's goals and objectives. It also helps us to better determine what, if any, technical assistance you may need in implementing your project. Please answer the following questions by utilizing the free reporting software available at [www.goccp.org](http://www.goccp.org) <<http://www.goccp.org>>.*

While utilizing grant funds during this reporting period, how many warrants were served?

While utilizing grant funds during this reporting period, how many arrest on view were made?

While utilizing grant funds during this reporting period, how many guns arrest were there?

While utilizing grant funds during this reporting period, how many gun cases were referred for Federal prosecution?

While utilizing grant funds during this reporting period, how many gun cases were prosecuted in your jurisdiction?

While utilizing grant funds during this reporting period, how many gang members were arrested?

While utilizing grant funds during this reporting period, what was the total number of violent crime cases prosecuted?

While utilizing grant funds during this reporting period, what was the number of criminal drug cases prosecuted?

While utilizing grant funds during this reporting period, how many prostitutes were arrested?

While utilizing grant funds during this reporting period, how many prostitutes were referred to Hope Project?

While utilizing grant funds during this reporting period, what was the recidivism of prostitutes?

While utilizing grant funds during this reporting period, what was the total number of crime maps generated?

While utilizing grant funds during this reporting period, what was the total number of analytical reports generated for the HEAT Team?

Project Director Printed Name: \_\_\_\_\_ Date \_\_\_\_\_  
Signature: \_\_\_\_\_ Phone \_\_\_\_\_

While utilizing grant funds during this reporting period, what was the number of investigations assisted through analyst and intelligence data?

While utilizing grant funds during this reporting period, how many ad hoc reports were requested for the HEAT Team?

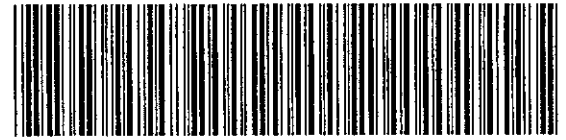
While utilizing grant funds during this reporting period, what was the number of housing codes enforcement cases prosecuted?

While utilizing grant funds during this reporting period, how many home visits were conducted with DPP and/or DJS?

While utilizing grant funds during this reporting period, how many meetings and community events did the Safe Streets Coordinator attend?

Project Director Printed Name: \_\_\_\_\_ Date \_\_\_\_\_  
Signature: \_\_\_\_\_ Phone \_\_\_\_\_

CCSS-2012-1221  
Grant Award Number



CCSS-2012-1221

## Project Progress Report

**PROJECT TITLE:** Maryland Safe Streets

**PERIOD COVERED BY REPORT:** 07/01/2011 to 09/30/2011

*The information requested is very important in helping us measure the progress you are making in achieving your project's goals and objectives. It also helps us to better determine what, if any, technical assistance you may need in implementing your project. Please answer the following questions by utilizing the free reporting software available at [www.goccp.org](http://www.goccp.org) <<http://www.goccp.org>>. Responses to progress report questions should be 1/2 to 1 page in length. Alternatively, you may answer the questions on a separate sheet of paper. Make sure that your answers are submitted promptly at the end of each reporting period.*

1. Please explain how this award helped reduce crime and/or improve public safety in your jurisdiction during this quarter.  

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2. Describe Law Enforcement's participation during this quarter (including HEAT Team and Neighborhood Safety Team meeting attendance, etc.).  

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3. Describe the Crime Analyst and Prosecutor's activity/participation during this quarter (including HEAT Team and Neighborhood Safety Team meeting attendance, community events, etc.).  

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4. Describe all activity conducted by the Safe Streets Coordinator, and the Project Hope Coordinator and Facilitator during this quarter (including meetings, community events, etc.).  

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5. Please describe any obstacle(s) that you encountered during the quarter. Please include a description of how you overcame the obstacle(s), or how you plan to overcome the obstacle(s).  

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6. What were the successes and best practices used to achieve your overall goals and objectives during this quarter?  

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7. If no funds were expended during this quarter, please provide an explanation. (examples: procurement, personnel, etc.). Your explanation should address each budget category and line item.  

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Project Director Printed Name: \_\_\_\_\_ Date \_\_\_\_\_  
 Signature: \_\_\_\_\_ Phone \_\_\_\_\_



300 E. Joppa Road, Suite 1105  
Baltimore, Maryland 21286-3016  
410-821-2828 / TOLL FREE: 1-877-687-9004  
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[WWW.GOCCP.MARYLAND.GOV](http://WWW.GOCCP.MARYLAND.GOV)

Martin O'Malley  
*Governor*

Anthony Brown  
*Lt. Governor*

Kristen Mahoney  
*Executive Director*

June 20, 2011

Chief Barbara Duncan  
Chief of Police  
Salisbury Police Department  
699 West Salisbury Parkway  
Salisbury MD 21801-4043

RE: CCSS-2012-1221

Dear Chief Duncan:

I am pleased to inform you that your grant application, submitted by **Salisbury Police Department**, entitled "**Maryland Safe Streets**" in the amount of \$324,623.00 has received approval under the Capital City Safe Streets - Annapolis City Police. Enclosed is the Grant Award packet containing information and forms necessary to initiate the project.

This grant will fund the program described below:

The City of Salisbury's Maryland Safe Streets initiative addresses high incidents of crime in the city and surrounding areas contained in Wicomico County. While utilizing a security integration model of multi-agency collaboration with federal, state, local law enforcement, public safety agencies, and community partners, the program continues to aggressively track offenders to reduce drug trafficking, criminal activity involving firearms, prostitution, and other major offenses. Grant funds provide salaries, overtime pay, contractual services, program supplies, crime solvers incentives, mileage reimbursement, software licenses, and alarm monitoring for the community service center.

Please pay particular attention to the instructions included on the Grant Award. It is important that you **carefully review all Special Conditions** attached to this award. Additionally, the General Conditions for all grant awards issued by GOCCP are located online, at <http://www.goccp.maryland.gov/grants/general-conditions.php>. The Chief Elected Official, or another legally authorized official of the jurisdiction, state agency, or 501(c)(3) receiving the Grant Award, must sign the original Grant Award Acceptance form and return it to the Governor's Office of Crime Control and Prevention within **Twenty-One (21) Calendar days**. Should the acceptance form not be received, requests for reimbursement will not be honored.

Date : 06/13/2011

Grant Award Number: CCSS-2012-1221



CCSS-2012-1221

CFDA: State

**Governor's Office of Crime Control and Prevention**

300 East Joppa Road, Suite 1105

Baltimore, Maryland 21286-3016

**Grant Award and Acceptance**

CFDA Number: State

**A. TITLE OF PROJECT** Maryland Safe Streets

**B. GRANTEE** Salisbury Police Department

**C. IMPLEMENTING AGENCY** Salisbury Police Department

**D. PERIOD OF AWARD** 07/01/2011 to 06/30/2012

Awarded Funds	Cash Match Funds	In Kind Match Funds	Project Total
\$324,623.00	\$0.00	\$0.00	\$324,623.00

Award is hereby made for financial assistance by the Governor's Office of Crime Control & Prevention in accordance with the

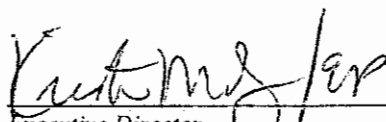
**Capital City Safe Streets - Annapolis City Police**

This grant is subject to the General Conditions and any Special Conditions attached to this award, as well as all statutes and requirements of the State of Maryland.

This Grant Award incorporates all the information, conditions, representations and Certified Assurances contained in the grantee's application.

The grant shall become effective as of the date of the award, unless otherwise specified in the award, upon return within 30 days of a fully executed original of this Award signed by the duly authorized official of the grantee unit of government or grantee agency receiving this Award.

FOR THE STATE OF MARYLAND:

  
 Executive Director  
 Governor's Office of Crime Control & Prevention

GRANTEE ACCEPTANCE:

  
 Signature of Authorized Official

James Ireton, Jr. Mayor  
 Typed Name and Title

Date 28 June 2011

STATE



### *Conditions of the Grant Award*

**Special Grant Conditions:**

1. This grant award is subject to the General Conditions found on the GOCCP website (<http://www.goccp.maryland.gov/grants/general-conditions.php>). The aforementioned General Conditions should be printed for your reference and are subject to change without written notice.
2. The HEAT Team is the primary entity responsible for the implementation of the street level public safety elements of the strategic plan and is a requirement in each CSAFE-VPI Area. HEAT team meetings are held twice a month and provide a forum for specific interest communications with residents, organizers and coordinators regarding community intelligence of local crime or other specific community concerns. However, if the teams demonstrate that data is provided continuously through alternate information sharing mechanisms, meetings can be reduced to one a month.
3. The Strategic Planning Committee meeting attendance is highly recommended. This committee is a mechanism to engage mid-level management supervisors of HEAT team members. The sub-recipient or their designee will assure that minutes are recorded and distributed to all team members, and GOCCP.
4. Any Crime Analyst and/or Prosecutor funded through this grant award must provide services to all CSAFE-VPI areas identified within your county.
5. At the request of GOCCP, any law enforcement sub-recipient shall provide a report, in the format provided by GOCCP, which details the number of fingerprint and palm print matches received from DPSCS and the number of associated arrests arising from those matches.
6. As requested, any law enforcement sub-recipient agrees to provide information to GOCCP on any matches, or "hits", between crime scene DNA evidence samples and the DNA profiles of known offenders contained in either the convicted offender or charge DNA databases.
7. Any law enforcement sub-recipient shall ensure that the Maryland State Police receive UCR data within 30 days of the close of every quarter.
8. Any law enforcement sub-recipient shall provide an annual report, in the format provided by GOCCP, on DNA crime scene evidence samples. DNA crime scene evidence samples are defined as crime scene evidence that has been collected AND submitted to a crime laboratory for DNA analysis.
9. Any law enforcement sub-recipient that maintains a SWAT team(s) shall provide a semi-annual report to GOCCP, in the format provided by GOCCP, on: 1) The number of times SWAT teams were deployed; 2) The locations where the SWAT teams were deployed; 3) The reasons for deployments; 4) The legal authority, including the type of warrant, if any, for each deployment; and 5) The result of each deployment, including: number of arrests; whether a forcible entry was made; whether a weapon was discharged by a SWAT team member; and whether a person or domestic animal was injured or killed by a SWAT team member.

Projects may commence as soon as the Grant Award is signed and you have reviewed and accepted all of the General and Special Conditions. No funds may be encumbered or expended prior to this time without the specific written approval of the Governor's Office of Crime Control and Prevention.

If you have any questions or need any clarification regarding this Grant Award, please contact **Sharron Melvin**, your program monitor, or **Amy Steinly-Marks**, Grants Manager, at (410) 821-2828. We look forward to working with you on this project and anticipate its success in helping to address criminal justice problems in our State.

Sincerely,

A handwritten signature in cursive script, appearing to read "Kristen Mahoney".

Kristen Mahoney  
Executive Director

cc: Captain David Meienschein