

GRANT APPLICATION SUMMARY SHEET

Grant Name: 2021 DNA Capacity Enhancement for Backlog Reduction (CEBR) Program 21-23

Department: POLICE DEPARTMENT

Grantor: U.S. DEPARTMENT OF JUSTICE

Pass-Through Grantor (If applicable):

Total Applied For: \$250,000.00

Metro Cash Match: \$24,325.00

Department Contact: Lt. Jim Stephens
880-2850

Status: NEW

Program Description:

The DNA Capacity Enhancement for Backlog Reduction (CEBR) Program Grant will assist the MNPd Forensic Biology Unit to use the funding to outsource sexual assault kits to private vendors for forensic case sample analysis and to purchase TrueAllele parallel processors. This will increase the efficiency and effectiveness of the Forensic Biology Unit. The matching funds will be paid through BU# 31121760 and Fund#10101.

Plan for continuation of services upon grant expiration:

N/A

APPROVED AS TO AVAILABILITY OF FUNDS:

APPROVED AS TO FORM AND LEGALITY:

DocuSigned by:
Kesin Crumbo/MJW 6/15/2021
Director of Finance **Date**

DocuSigned by:
Macy Amos 6/15/2021
Metropolitan Attorney **Date**

APPROVED AS TO RISK AND INSURANCE:

DocuSigned by:
Balogun Cobb 6/15/2021
Director of Risk Management Services **Date**

DocuSigned by:
John Cooper 6/15/2021
Metropolitan Mayor **Date**
(This application is contingent upon approval of the application by the Metropolitan Council.)

5259

Budget Analyst



Grants Tracking Form

Part One

Pre-Application <input type="radio"/>		Application <input checked="" type="radio"/>		Award Acceptance <input type="radio"/>		Contract Amendment <input type="radio"/>	
Department		Dept. No.		Contact		Phone	
POLICE DEPARTMENT		031		Lt. Jim Stephens		880-2850	
Grant Name:		2021 DNA Capacity Enhancement for Backlog Reduction (CEBR) Program 21-23					
Grantor:		U.S. DEPARTMENT OF JUSTICE		Other:			
Grant Period From:		10/01/21		(applications only) Anticipated Application Date:		06/15/21	
Grant Period To:		09/30/23		(applications only) Application Deadline:		06/15/21	
Funding Type:		FED DIRECT		Multi-Department Grant		<input type="checkbox"/> If yes, list below.	
Pass-Thru:		Select Pass-Thru --- >		Outside Consultant Project:		<input type="checkbox"/>	
Award Type:		COMPETITIVE		Total Award:		\$250,000.00	
Status:		NEW		Metro Cash Match:		\$24,325.00	
Metro Category:		New Initiative		Metro In-Kind Match:		\$0.00	
CFDA #		16.741		Is Council approval required?		<input checked="" type="checkbox"/>	
Project Description:				Applic. Submitted Electronically?		<input checked="" type="checkbox"/>	
<p>The DNA Capacity Enhancement for Backlog Reduction (CEBR) Program Grant will assist the MNPD Forensic Biology Unit to use the funding to outsource sexual assault kits to private vendors for forensic case sample analysis and to purchase TrueAllele parallel processors. This will increase the efficiency and effectiveness of the Forensic Biology Unit. The matching funds will be paid through BU# 31121760 and Fund#10101.</p>							
Plan for continuation of service after expiration of grant/Budgetary Impact:							
N/A							
How is Match Determined?							
Fixed Amount of \$		or		% of Grant		Other: <input type="checkbox"/>	
Explanation for "Other" means of determining match:							
Program costs will be absorbed into the MNPD operating budget							
For this Metro FY, how much of the required local Metro cash match:							
Is already in department budget?				Fund		Business Unit	
Is not budgeted?				Proposed Source of Match:			
(Indicate Match Amount & Source for Remaining Grant Years in Budget Below)							
Other:							
Number of FTEs the grant will fund:		0.00		Actual number of positions added:		0.00	
Departmental Indirect Cost Rate		30.32%		Indirect Cost of Grant to Metro:		\$75,800.00	
*Indirect Costs allowed? <input type="radio"/> Yes <input checked="" type="radio"/> No		% Allow.		Ind. Cost Requested from Grantor:		\$0.00 in budget	
*(If "No", please attach documentation from the grantor that indirect costs are not allowable. See Instructions)							
Draw down allowable? <input checked="" type="checkbox"/>							
Metro or Community-based Partners:							

Part Two

Grant Budget										
Budget Year	Metro Fiscal Year	Federal Grantor	State Grantor	Other Grantor	Local Match Cash	Match Source (Fund, BU)	Local Match In-Kind	Total Grant Each Year	Indirect Cost to Metro	Ind. Cost Neg. from Grantor
Yr 1	FY22	\$60,500.00						\$60,500.00	\$18,343.60	\$0.00
Yr 2	FY23	\$189,500.00			\$24,325.00	10101, 31121760		\$189,500.00	\$57,456.40	\$0.00
Yr 3	FY							\$0.00	\$0.00	\$0.00
Yr 4	FY							\$0.00		
Yr 5	FY							\$0.00		
Total		\$250,000.00	\$0.00	\$0.00	\$24,325.00		\$0.00	\$250,000.00	\$75,800.00	\$0.00
Date Awarded:					Tot. Awarded:			Contract#:		
(or) Date Denied:					Reason:			N/A		
(or) Date Withdrawn:					Reason:					

Contact: trinity.weathersby@nashville.gov
vaughn.wilson@nashville.gov

GCP Rec'd
06/14/21

GCP Approved
6/14/21

VW

Application for Federal Assistance SF-424*** 1. Type of Submission:**

- Preapplication
 Application
 Changed/Corrected Application

*** 2. Type of Application:**

- New
 Continuation
 Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

06/01/2021

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:**6. Date Received by State:**

7. State Application Identifier:

8. APPLICANT INFORMATION:*** a. Legal Name:** Metropolitan Government of Nashville and Davidson County*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

65-0694743

*** c. UEI:**

LGZLHP6ZHM55

d. Address:*** Street1:**

1 Public Square

Street2:

*** City:**

Nashville

County/Parish:

Davidson

*** State:**

TN: Tennessee

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

37201-5007

e. Organizational Unit:**Department Name:**

Metropolitan Nashville Police

Division Name:

Strategic Development

f. Name and contact information of person to be contacted on matters involving this application:**Prefix:**

Mr.

*** First Name:**

James

Middle Name:

*** Last Name:**

Stephens

Suffix:

Title: Lieutenant**Organizational Affiliation:**

Police

*** Telephone Number:**

615-880-2850

Fax Number:

*** Email:** james.stephens@nashville.gov

Application for Federal Assistance SF-424

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

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*** Other (specify):**

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

Bureau of Justice Assistance

11. Catalog of Federal Domestic Assistance Number:

16.741

CFDA Title:

DNA Backlog Reduction Program

*** 12. Funding Opportunity Number:**

O-BJA-2021-28001

*** Title:**

BJA FY 21 DNA Capacity Enhancement for Backlog Reduction (CEBR) Program

13. Competition Identification Number:

Title:

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

1234-Population Document.docx

Add Attachment

Delete Attachment

View Attachment

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

2021 MNPB DNA CEBR Grant

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

05

* b. Program/Project

05

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

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

10/01/2021

* b. End Date:

09/30/2023

18. Estimated Funding (\$):

* a. Federal	250,000.00
* b. Applicant	24,325.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	274,325.00

*** 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

Add Attachment

Delete Attachment

View Attachment

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:

Mr.

* First Name:

Michael

Middle Name:

Curt

* Last Name:

Park

Suffix:

* Title:

Sergeant

* Telephone Number:

615-862-7077

Fax Number:

* Email:

michael.park@nashville.gov

* Signature of Authorized Representative:

Michael C Park

* Date Signed:

06/01/2021

The following attachment is not included in this view since it is not a read-only PDF file.

The agency will receive all application forms and attachments without any data loss.

SF424_4_0-1234-Population Document.docx

Project Abstract

In May 2015, the Metropolitan Nashville Police Department (MNPd) opened its own crime laboratory, becoming the first local laboratory in the State of Tennessee. Also in 2015, the State of Tennessee has enacted legislation that requires 100% testing of sexual assault kits.¹ This piece of legislature has increased the volume of sexual assault kit submissions for DNA testing to the Metropolitan Nashville Police Department Crime Laboratory (MNPd-CL). In addition, the MNPd-CL has seen an increase in sample and case submissions for DNA analysis coupled with an increasing demand for decrease in turnaround time. Increases in sample and case submissions negatively affect backlog reduction and turnaround time.

The MNPd-CL is committed to continuous improvements and efficiency and has made every effort to obtain updated technology in automation, chemistries, and adequate staffing levels to meet the high demands of forensic DNA testing.

The MNPd-CL Forensic Biology Unit currently one (1) Supervisor, eight (8) Forensic Scientists, and two (2) Forensic Technicians. Of the 11 total staff, there are currently two (2) vacancies and four (4) staff in various stages of training.

If this grant funding is awarded, the MNPd-CL Forensic Biology Unit plans to use the funding to outsource sexual assault kits and to purchase TrueAllele parallel processors. This will aid in MNPd-CL's goal of providing forensic DNA analysis of superior quality in a timely and efficient manner, decrease and eliminate the backlog, increase throughput, and reduce turnaround time.

¹ <https://openstates.org/tn/bills/109/HB1239/>

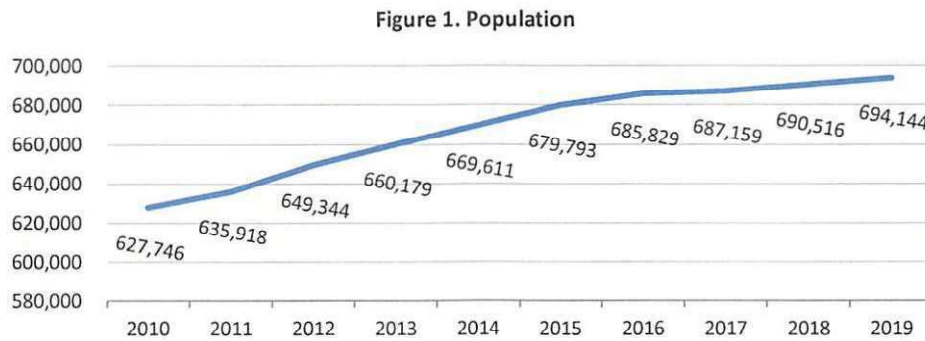
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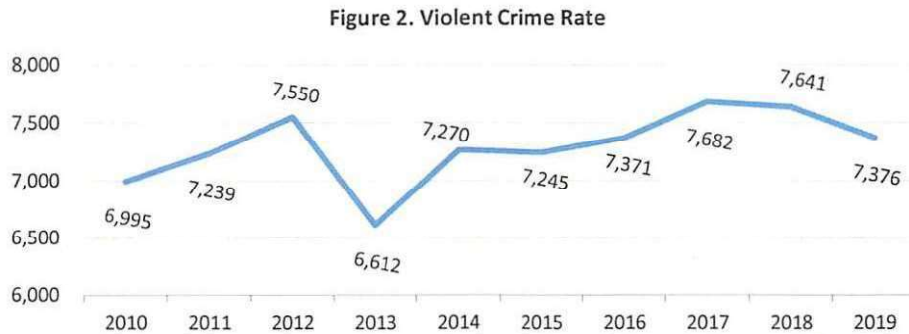
Program Narrative

Description of Issue

The Metropolitan Nashville Police Department Crime Laboratory (MNPD-CL) provides services to all of Nashville and Davidson County. Encompassing 504.03 square miles, Davidson County had an estimated 694,144 residents in 2019, an increase of 10.5% when compared to 627,746 residents in 2010 (Figure 1).¹



During this same period, violent crime increased by 5.5%, with homicides increasing by 50.9% and sexual assaults increasing by 19.3% (Figures 2, 3, and 4)² resulting in an increase in DNA service requests.



¹ <https://data.census.gov/cedsci/table?g=0500000US47037&tid=PEPPPOP2019.PEPANNRES&hidePreview=true>

² <https://www.fbi.gov/services/cjis/ucr/publications>

Figure 3. Homicide Rate

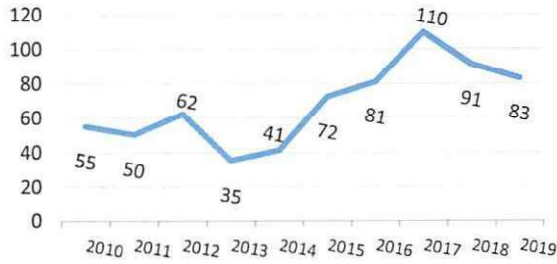
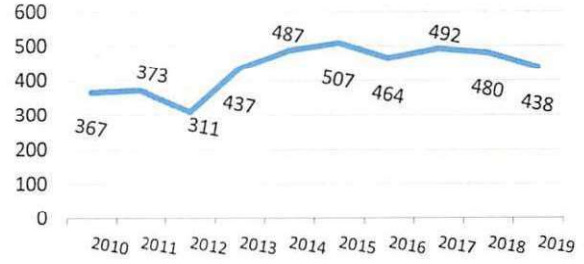
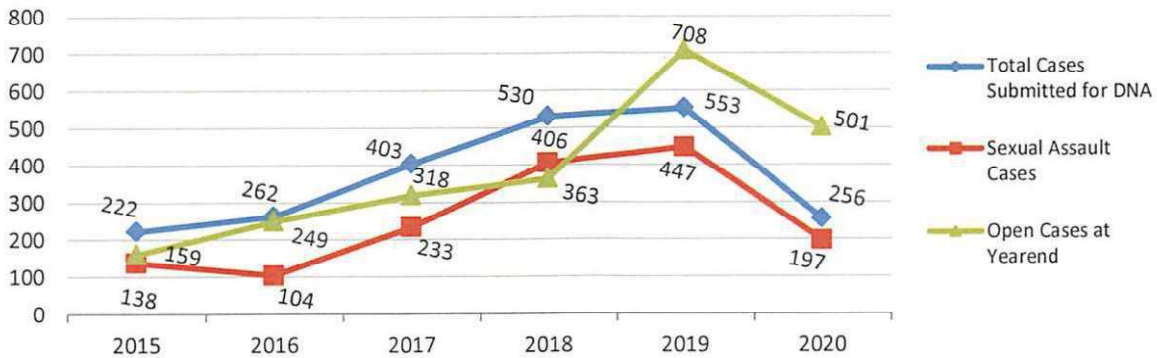


Figure 4. Sexual Assault Rate



In April 2015, Tennessee enacted legislation requiring 100% testing of sexual assault kits.³ As a result, the volume of DNA testing service requests for sexual assault cases significantly increased, with the exception of 2020, likely due to the pandemic.

Figure 5. 2015 Legislation Impact



As the population of Nashville and Davidson County continues to grow combined with testing legislation requirements, the MNPD-CL anticipates service requests for DNA testing will continue to rise.

Another contributing factor that hinders turnaround time and backlog reduction is staffing. When the MNPD-CL began accepting cases in 2015, the Forensic Biology Unit (FBU) consisted of one (1) Supervisor who functioned as the DNA Technical Leader and CODIS

³ <https://openstates.org/tn/bills/109/HB1239/>

Administrator, three (3) Forensic Scientists, and one (1) Forensic Technician. Since opening, the FBU has incrementally increased its staffing by 120% consisting of one (1) Supervisor, eight (8) Forensic Scientists, and two (2) Forensic Technicians. Of the 11 total staff, there are currently two (2) vacancies and four (4) staff in various stages of training. With staff turnover, length of training period, continual changes in technology, and number of staff actually needed to be at full capacity, the turnaround time and backlog will continue to increase.

Due to the increase in requests for service and the FBU staffing challenges, the bottleneck has been identified at the point when cases are assigned to analysts.

Project Design and Implementation

Goal

The goal of this project is to increase FBU's capacity to process more DNA cases, in so doing helping to reduce the turnaround time and backlog.

Plan

The FBU will take a two-pronged approach to enhance its capacity and also reduce backlog. The first prong will be to outsource sexual assault kits. The FBU has already identified suitable forensic DNA testing service providers, Bode Technology and DNA Labs International, that are accredited to ISO/IEC 17025:2017 and the FBI Quality Assurance Standards. Site visits have already been completed, records reviewed, and their technical capabilities evaluated by the DNA Technical Leader.

Sexual assault cases that are part of the backlog are easily identifiable using the Laboratory Information Management System (LIMS), which tracks the date of incident occurrence. Permission has been obtained from the customer to outsource. The DNA Technical Leader will identify which cases will be outsourced and when they will be shipped. The MNPD-

CL Evidence Receiving Unit (ERU) will be responsible for organizing shipments.

Administrative tasks, such as sending out official customer notifications of outsourcing and filing shipment records, will be assigned to appropriate personnel.

During the life of the grant, the FBU will outsource 110 sexual assault kits to one of the identified private vendor laboratories above, with an estimated 90-day turnaround time. Once testing has been completed and work has been reviewed by the FBU, the customer will be notified and the lab report provided.

The second prong to aid in capacity building is the purchase of two (2) TrueAllele parallel processors. The FBU is currently in the validation phase of implementing TrueAllele technology. This software will enable FBU to process more requests simultaneously thus reducing turnaround time. Currently, TrueAllele utilizes eight (8) processors that allow eight (8) runs at once. With the addition of two (2) parallel processors, FBU will have the capacity to process a total of 40 requests at once.

Utilizing grant funds to outsource sexual kits and to enhance the capabilities of TrueAllele would significantly improve the Unit's overall efficiency. Samples will be processed more quickly and results will be provided in a timelier manner, in turn reducing backlog.

Objective 1: Increase the number of samples analyzed

This objective will be achieved through outsourcing of sexual assault kits and purchasing parallel processors. This action will allow the FBU to complete the hiring process for its two (2) vacancies and dedicate qualified staff to assist in training of the current trainees to help bring the unit to full capacity.

Objective 2: Reduce forensic case turnaround time

This objective will be achieved through outsourcing of sexual assault kits and purchasing parallel processors. While the training is in progress, the outsourcing of sexual assault kits will reduce forensic case sample turnaround time for sexual assault kits.

Expectations

In the short-term, the ability to outsource alone will reduce FBU's backlog by 110 cases by the end of this grant period (see [Milestones](#)). Outsourcing will also allow for the FBU to complete the hiring and training of trainees without incurring a higher backlog. In the long-term, the purchase of two (2) TrueAllele parallel processors will enhance the FBU's capacity to decrease turnaround time and backlog.

The MNPD-CL is actively providing forensic testing services to the Metropolitan Nashville and Davidson County community. As such, service requests are continuously being submitted and accepted by the MNPD-CL. As forensic DNA testing becomes more necessary and forensic DNA services become more valuable, the MNPD-CL expects to see a continued increase in forensic DNA testing service requests that could negatively impact the DNA backlog.

Sustainability Plan

It is expected that by the completion of this grant period, the FBU will have achieved full staffing and completed training of all current employees, unless reasons beyond the control of the MNPD-CL were to occur. By achieving fully trained staff, utilizing the assistance of another accredited laboratory, and implementing parallel processors, the FBU will be in a better position to keep up with the increase demand of DNA testing requests.

Capabilities and Competencies

The MNPd-CL includes a FBU which provides DNA testing services. The evaluation of the cases eligible to be outsourced and the review of returned cases will be assigned to available personnel in the FBU (resumes/CVs included). The entire process from evaluation for shipment to disposition of any CODIS hits will be overseen and managed by the FBU DNA Technical Leader, Supervisor, and CODIS Administrator. The scope of this overall project proposal will be overseen by the FBU DNA Technical Leader and Supervisor with the full support of the MNPd-CL's Assistant Director and Director.

The MNPd-CL is committed to continuous improvements to efficiency and has made every effort to obtain updated technology in automation, chemistries, and adequate staffing levels to meet the high demands of forensic DNA testing services. The FBU is equipped with automated extraction, quantification, amplification, and capillary electrophoresis instrumentation, software for data analysis, and chemistry kits that detect genetic markers approved by the FBI for entry into the CODIS database.

Plan for Collecting Performance Measure Data

Performance measure data will be derived from the current existing LIMS. The data will be inputted into the LIMS by appropriate personnel as each case is returned by the outsource laboratory, reviewed, and completed by the FBU staff. LIMS will serve as the metrics collection and storage medium.

To calculate the percent increase in DNA analysis throughput for the FBU, the reduction in response time for requests (turnaround time), the percent decrease in the DNA backlog, and the percent of DNA profiles resulting in a CODIS match, Crystal reports written in the LIMS can collect and determine the sum of cases and samples submitted and completed, the average

turnaround time, and the existing backlog during a reporting/grant period to be used for comparison to the baseline backlog data. The FBU will also differentiate between cases and samples completed by the FBU versus those completed by the outsourcing laboratory. CODIS hits are also tracked and reported. The combination of this data will provide the percent of CODIS matches.

The MNPD-CL relies on its staff to accurately enter samples analyzed, cases completed, and DNA profiles entered into CODIS. The data will therefore be able to measure the impact of the federal funds provided for this project. All data is auditable as the MNPD-CL retains all technical records from which the data is derived. All data entered and collected will be available for review for (3) years from the date of submission of the final federal financial report (SF-425) under the award, or as otherwise required by law.

The system for metric collection has demonstrated its value and accuracy. These same metrics are used by the MNPD-CL to determine areas of needed improvement. Once the data has been exported out of the LIMS, the DNA Technical Leader will be responsible for calculating the data for reporting.

Outsourced cases will be appropriately marked in the LIMS and records of manifests will be maintained. Information tracked will include the date that the case was outsourced, the date that the cases were marked completed, and the total amounts expended for each shipment, organized by date in order to account for each reporting period.

Milestones

Milestone	Anticipated Completion Date
Outsourcing	
<ul style="list-style-type: none">Outsource 110 sexual assault kits	September 30, 2023
Parallel Processors	
<ul style="list-style-type: none">Purchase parallel processors	March 31, 2023
<ul style="list-style-type: none">Implement parallel processors	September 30, 2023

Budget Detail - Year 1

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N
 (DOJ Financial Guide, Section 3.10)

A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate & amount of time devoted to the project for each name/position.</i>						
		Salary	Rate	Time Worked <i>(# of hours, days, months, years)</i>	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
Total(s)						\$0	\$0	\$0

Narrative

B. Fringe Benefits						
Name <i>List each grant-supported position receiving fringe benefits.</i>		Computation <i>Show the basis for computation.</i>				
		<i>Base</i>	<i>Rate</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Purpose Area #4

C. Travel										
Purpose of Travel	Location	Type of Expense	Basis	Computation						
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>						
				Cost	Quantity	# of Staff	# of Trips	Total Cost	Non-Federal Contribution	Federal Request
			N/A					\$0		\$0
Total(s)								\$0	\$0	\$0
Narrative										

Purpose Area #4

D. Equipment						
Item		Computation				
<i>List and describe each item of equipment that will be purchased</i>		<i>Compute the cost (e.g., the number of each item to be purchased X the cost per item)</i>				
		# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Purpose Area #4

E. Supplies					
Supply Items	Computation				
<i>Provide a list of the types of items to be purchased with grant funds.</i>	<i>Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.</i>				
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
			\$0		\$0
			Total(s)	\$0	\$0
Narrative					

Purpose Area #4

F. Construction						
Purpose <i>Provide the purpose of the construction</i>	Description of Work <i>Describe the construction project(s)</i>	Computation <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>				
		# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
				Total(s)	\$0	\$0
Narrative						

G. Subawards (Subgrants)								
Description	Purpose	Consultant?						
<i>Provide a description of the activities to be carried out by subrecipients.</i>	<i>Describe the purpose of the subaward (subgrant)</i>	<i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>						
			Total Cost	Non-Federal Contribution	Federal Request			
			\$0	\$0	\$0			
Total(s)			\$0	\$0	\$0			
Consultant Travel (if necessary)								
Purpose of Travel	Location	Type of Expense	Computation					
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Hotel, airfare, per diem</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>					
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
			\$0			\$0		\$0
Total			\$0			\$0	\$0	\$0
Narrative								
H. Procurement Contracts								
Description	Purpose	Consultant?						

Purpose Area #4

<p><i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i></p>	<p><i>Describe the purpose of the contract</i></p>	<p><i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i></p>			
			Total Cost	Non-Federal Contribution	Federal Request
Outsourcing	Outsourcing sexual assault kits	No	\$60,500	\$0	\$60,500
		Total(s)	\$60,500	\$0	\$60,500
Consultant Travel (if necessary)					
<p>Purpose of Travel <i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i></p>	<p>Location <i>Indicate the travel destination.</i></p>	<p>Type of Expense <i>Hotel, airfare, per diem</i></p>	<p>Computation <i>Compute the cost of each type of expense X the number of people traveling.</i></p>		
			Cost	Duration or Distance	# of Staff
			\$0		\$0
			Total	\$0	\$0
Narrative					
<p>The goal of this project is to increase the capacity of the MNPD Crime Lab's Forensic Biology Unit to 1) reduce/prevent a larger backlog of forensic DNA cases and samples awaiting analysis by increasing the number of samples analyzed and 2) to reduce forensic case and sample turnaround time, through outsourcing sexual assault cases to private vendors for forensic case sample analysis. Metro Nashville Government's procurement methods will be used.</p>					
I. Other Costs					
<p>Description <i>List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).</i></p>		<p>Computation <i>Show the basis for computation</i></p>			

Purpose Area #4

	<i>Quantity</i>	<i>Basis</i>	<i>Cost</i>	<i>Length of Time</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
					\$0		\$0
<i>Total(s)</i>					\$0	\$0	\$0
Narrative							

J. Indirect Costs						
Description <i>Describe what the approved rate is and how it is applied.</i>		Computation <i>Compute the indirect costs for those portions of the program which allow such costs.</i>				
		<i>Base</i>	<i>Indirect Cost Rate</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Budget Detail - Year 2

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N
 (DOJ Financial Guide, Section 3.10)

A. Personnel

Name <i>List each name, if known.</i>	Position <i>List each position, if known.</i>	Computation <i>Show annual salary rate & amount of time devoted to the project for each name/position.</i>						
		Salary	Rate	Time Worked <i>(# of hours, days, months, years)</i>	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
Total(s)						\$0	\$0	\$0

Narrative

B. Fringe Benefits						
Name		Computation				
<i>List each grant-supported position receiving fringe benefits.</i>		<i>Show the basis for computation.</i>				
		<i>Base</i>	<i>Rate</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Purpose Area #4

C. Travel										
Purpose of Travel	Location	Type of Expense	Basis	Computation						
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>						
				Cost	Quantity	# of Staff	# of Trips	Total Cost	Non-Federal Contribution	Federal Request
			N/A					\$0		\$0
Total(s)								\$0	\$0	\$0
Narrative										

Purpose Area #4

D. Equipment					
Item	Computation				
<i>List and describe each item of equipment that will be purchased</i>	<i>Compute the cost (e.g., the number of each item to be purchased X the cost per item)</i>				
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
TrueAllele Casework System's Capacity Expansion Module	1	\$129,000.00	\$129,000	\$0	\$129,000
Total(s)			\$129,000	\$0	\$129,000
Narrative					
<p>The goal of this project is to increase the capacity of the MNPD Crime Lab's Forensic Biology Unit to 1) reduce/prevent a larger backlog of forensic DNA cases and samples awaiting analysis by increasing the number of samples analyzed and 2) to reduce forensic case and sample turnaround time, through the purchase of the TrueAllele Casework System's Capacity Expansion Module. Metro Nashville Government's procurement methods will be used.</p>					

Purpose Area #4

E. Supplies				
Supply Items		Computation		
<i>Provide a list of the types of items to be purchased with grant funds.</i>		<i>Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.</i>		
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution
				Federal Request
			\$0	\$0
Total(s)			\$0	\$0
Narrative				

Purpose Area #4

F. Construction						
Purpose <i>Provide the purpose of the construction</i>	Description of Work <i>Describe the construction project(s)</i>	Computation <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>				
		# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

G. Subawards (Subgrants)								
Description	Purpose	Consultant?						
<i>Provide a description of the activities to be carried out by subrecipients.</i>	<i>Describe the purpose of the subaward (subgrant)</i>	<i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>						
			Total Cost	Non-Federal Contribution	Federal Request			
					\$0			
Total(s)			\$0	\$0	\$0			
Consultant Travel (if necessary)								
Purpose of Travel	Location	Type of Expense	Computation					
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Hotel, airfare, per diem</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>					
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
Total						\$0	\$0	\$0
Narrative								
H. Procurement Contracts								
Description	Purpose	Consultant?						

Purpose Area #4

<i>Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).</i>	<i>Describe the purpose of the contract</i>	<i>Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.</i>			
			Total Cost	Non-Federal Contribution	Federal Request
Outsourcing	Outsourcing sexual assault kits		\$60,500		\$60,500
		Total(s)	\$60,500	\$0	\$60,500
Consultant Travel (if necessary)					
Purpose of Travel <i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	Location <i>Indicate the travel destination.</i>	Type of Expense <i>Hotel, airfare, per diem</i>	Computation <i>Compute the cost of each type of expense X the number of people traveling.</i>		
			Cost	Duration or Distance	# of Staff
			\$0		\$0
			Total	\$0	\$0
Narrative					
<p>The goal of this project is to increase the capacity of the MNPD Crime Lab's Forensic Biology Unit to 1) reduce/prevent a larger backlog of forensic DNA cases and samples awaiting analysis by increasing the number of samples analyzed and 2) to reduce forensic case and sample turnaround time, through outsourcing sexual assault cases to private vendors for forensic case sample analysis. Metro Nashville Government's procurement methods will be used.</p>					
I. Other Costs					
Description			Computation		
<i>List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).</i>			<i>Show the basis for computation</i>		

Purpose Area #4

	<i>Quantity</i>	<i>Basis</i>	<i>Cost</i>	<i>Length of Time</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
					\$0		\$0
Total(s)					\$0	\$0	\$0
Narrative							

J. Indirect Costs						
Description <i>Describe what the approved rate is and how it is applied.</i>		Computation <i>Compute the indirect costs for those portions of the program which allow such costs.</i>				
		<i>Base</i>	<i>Indirect Cost Rate</i>	<i>Total Cost</i>	<i>Non-Federal Contribution</i>	<i>Federal Request</i>
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

Budget Summary

Budget Summary											
<i>Note: Any errors detected on this page should be fixed on the corresponding Budget Detail tab.</i>											
Budget Category	Year 1		Year 2 (if needed)		Year 3 (if needed)		Year 4 (if needed)		Year 5 (if needed)		Total(s)
	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	
A. Personnel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
B. Fringe Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
C. Travel	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
D. Equipment	\$0	\$0	\$129,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$129,000
E. Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
F. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
G. Subawards (Subgrants)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
H. Procurement Contracts	\$60,500	\$0	\$60,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$121,000
I. Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Direct Costs	\$60,500	\$0	\$189,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250,000
J. Indirect Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Costs	\$60,500	\$0	\$189,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250,000
Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N										No	

Certificate of Indirect Costs

METROPOLITAN GOVERNMENT OF NASHVILLE/DAVIDSON COUNTY

Metro Police Department

Fiscal Year July 1, 2020 through June 30, 2021

This is to certify that I have reviewed the indirect cost proposal submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal to establish cost allocation or billing rates for FY 2021 (July 1, 2020 through June 30, 2021) based on actual costs for the fiscal year ending June 30, 2019 (July 1, 2018 through June 30, 2019) are allowable in accordance with the requirements of the Federal/State/Local award(s) to which they apply and 2 CFR 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. Unallowable costs have been adjusted for in allocating costs as indicated in the indirect cost rate proposal.

(2) All costs included in this proposal are properly allocable to Federal/State/Local awards on the basis of a beneficial or causal relationship between the expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently and the Federal government will be notified of any accounting changes that would affect the predetermined rate.

I declare that the foregoing is true and correct.

Government Unit: Metropolitan Government Nashville Davidson County, TN

Signature: _____

Name of Official: _____

Title: _____

Date of Execution: _____

Michael S. Anderson

Michael S. Anderson

Police Chief

4/15/2020



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Approved: OMB No. 1121-0329
Expires 12/31/2023

Background

Recipients' financial management systems and internal controls must meet certain requirements, including those set out in the "Part 200 Uniform Requirements" (2.C.F.R. Part 2800).

Including at a minimum, the financial management system of each OJP award recipient must provide for the following:

- (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, and the name of the Federal agency.
- (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 recipient 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 and the disbursement by the OJP recipient.
- (7) Written procedures for determining the allowability of costs in accordance with both the terms and conditions of the Federal award and the cost principles to apply to the Federal award.
- (8) Other important requirements related to retention requirements for records, use of open and machine readable formats in records, and certain Federal rights of access to award-related records and recipient personnel.

1. Name of Organization and Address:

Organization Name: Metropolitan Nashville Police Department

Street1: 600 Murfreesboro Pike

Street2:

City: Nashville

State: Tn

Zip Code: 37219

2. Authorized Representative's Name and Title:

Prefix: First Name: John

Middle Name:

Last Name: Drake

Suffix:

Title: Chief of Police

3. Phone: (615) 862-7376

4. Fax: (615) 880-3077

5. Email: chiefofpolice@nashville.gov

6. Year Established:

1963

7. Employer Identification Number (EIN):

620694743

8. DUNS Number:

078217668

9. a) Is the applicant entity a nonprofit organization (including a nonprofit institution of higher education) as described in 26 U.S.C. 501(c)(3) and exempt from taxation under 26 U.S.C. 501(a)? Yes No

If "No" skip to Question 10.

If "Yes", complete Questions 9. b) and 9. c).



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Approved: OMB No. 1121-0329
Expires 12/31/2023

AUDIT INFORMATION

9. b) Does the applicant nonprofit organization maintain offshore accounts for the purpose of avoiding paying the tax described in 26 U.S.C. 511(a)?

Yes No

9. c) With respect to the most recent year in which the applicant nonprofit organization was required to file a tax return, does the applicant nonprofit organization believe (or assert) that it satisfies the requirements of 26 C.F.R. 53.4958-6 (which relate to the reasonableness of compensation of certain individuals)?

Yes No

If "Yes", refer to "Additional Attachments" under "What An Application Should Include" in the OJP solicitation (or application guidance) under which the applicant is submitting its application. If the solicitation/guidance describes the "Disclosure of Process related to Executive Compensation," the applicant nonprofit organization must provide -- as an attachment to its application -- a disclosure that satisfies the minimum requirements as described by OJP.

For purposes of this questionnaire, an "audit" is conducted by an independent, external auditor using generally accepted auditing standards (GAAS) or Generally Governmental Auditing Standards (GAGAS), and results in an audit report with an opinion.

10. Has the applicant entity undergone any of the following types of audit(s)(Please check all that apply):

- "Single Audit" under OMB A-133 or Subpart F of 2 C.F.R. Part 200
- Financial Statement Audit
- Defense Contract Agency Audit (DCAA)
- Other Audit & Agency (list type of audit):

None (if none, skip to question 13)

11. Most Recent Audit Report Issued: Within the last 12 months Within the last 2 years Over 2 years ago N/A

Name of Audit Agency/Firm:

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
- N/A: No audits as described above

Enter the number of findings (if none, enter "0"): 0

Enter the dollar amount of questioned costs (if none, enter "\$0"): 0

Were material weaknesses noted in the report or opinion?

Yes No

13. Which of the following best describes the applicant entity's accounting system:

- Manual
- Automated
- Combination of manual and automated

14. Does the applicant entity's accounting system have the capability to identify the receipt and expenditure of award funds separately for each Federal award?

Yes No Not Sure

15. Does the applicant entity's accounting system have the capability to record expenditures for each Federal award by the budget cost categories shown in the approved budget?

Yes No Not Sure

16. Does the applicant entity's accounting system have the capability to record cost sharing ("match") separately for each Federal award, and maintain documentation to support recorded match or cost share?

Yes No Not Sure



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

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<p>17. Does the applicant entity's accounting system have the capability to accurately track employees actual time spent performing work for each federal award, and to accurately allocate charges for employee salaries and wages for each federal award, and maintain records to support the actual time spent and specific allocation of charges associated with each applicant employee?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>18. Does the applicant entity's accounting system include budgetary controls to preclude the applicant entity from incurring obligations or costs that exceed the amount of funds available under a federal award (the total amount of the award, as well as the amount available in each budget cost category)?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>19. Is applicant entity familiar with the "cost principles" that apply to recent and future federal awards, including the general and specific principles set out in 2 C.F.R Part 200?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
PROPERTY STANDARDS AND PROCUREMENT STANDARDS	
<p>20. Does the applicant entity's property management system(s) maintain the following information on property purchased with federal award funds (1) a description of the property; (2) an identification number; (3) the source of funding for the property, including the award number; (4) who holds title; (5) acquisition date; (6) acquisition cost; (7) federal share of the acquisition cost; (8) location and condition of the property; (9) ultimate disposition information?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>21. Does the applicant entity maintain written policies and procedures for procurement transactions that -- (1) are designed to avoid unnecessary or duplicative purchases; (2) provide for analysis of lease versus purchase alternatives; (3) set out a process for soliciting goods and services, and (4) include standards of conduct that address conflicts of interest?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>22. a) Are the applicant entity's procurement policies and procedures designed to ensure that procurements are conducted in a manner that provides full and open competition to the extent practicable, and to avoid practices that restrict competition?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>22. b) Do the applicant entity's procurement policies and procedures require documentation of the history of a procurement, including the rationale for the method of procurement, selection of contract type, selection or rejection of contractors, and basis for the contract price?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
<p>23. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from entering into a procurement contract under a federal award with any entity or individual that is suspended or debarred from such contracts, including provisions for checking the "Excluded Parties List" system (www.sam.gov) for suspended or debarred sub-grantees and contractors, prior to award?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p>
TRAVEL POLICY	
<p>24. Does the applicant entity:</p> <p>(a) maintain a standard travel policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>(b) adhere to the Federal Travel Regulation (FTR)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
SUBRECIPIENT MANAGEMENT AND MONITORING	
<p>25. Does the applicant entity have written policies, procedures, and/or guidance designed to ensure that any subawards made by the applicant entity under a federal award -- (1) clearly document applicable federal requirements, (2) are appropriately monitored by the applicant, and (3) comply with the requirements in 2 CFR Part 200 (see 2 CFR 200.331)?</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure</p> <p><input type="checkbox"/> N/A - Applicant does not make subawards under any OJP awards</p>



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Approved: OMB No. 1121-0329
Expires 12/31/2023

26. Is the applicant entity aware of the differences between subawards under federal awards and procurement contracts under federal awards, including the different roles and responsibilities associated with each?

Yes No Not Sure
 N/A - Applicant does not make subawards under any OJP awards

27. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from making a subaward under a federal award to any entity or individual is suspended or debarred from such subawards?

Yes No Not Sure
 N/A - Applicant does not make subawards under any OJP awards

DESIGNATION AS 'HIGH-RISK' BY OTHER FEDERAL AGENCIES

28. Is the applicant entity designated "high risk" by a federal grant-making agency outside of DOJ? (High risk includes any status under which a federal awarding agency provides additional oversight due to the applicant's past performance, or other programmatic or financial concerns with the applicant.)

Yes No Not Sure

If "Yes", provide the following:

(a) Name(s) of the federal awarding agency:

[REDACTED]

(b) Date(s) the agency notified the applicant entity of the "high risk" designation:

[REDACTED]

(c) Contact information for the "high risk" point of contact at the federal agency:

Name:

[REDACTED]

Phone:

[REDACTED]

Email:

[REDACTED]

(d) Reason for "high risk" status, as set out by the federal agency:

[REDACTED]

CERTIFICATION ON BEHALF OF THE APPLICANT ENTITY

(Must be made by the chief executive, executive director, chief financial officer, designated authorized representative ("AOR"), or other official with the requisite knowledge and authority)

On behalf of the applicant entity, I certify to the U.S. Department of Justice that the information provided above is complete and correct to the best of my knowledge. I have the requisite authority and information to make this certification on behalf of the applicant entity.

Name: Samir Mehic

Date: 2021-06-08

Title: Executive Director Chief Financial Officer Chairman

Other: [REDACTED]

Phone: (615) 862-7363



CERTIFICATE OF ACCREDITATION

ANSI National Accreditation Board
2000 Regency Parkway, Suite 430, Cary, NC 27518

This is to certify that

Metropolitan Nashville Police Department Crime Laboratory

has been assessed by ANAB
and meets the requirements of

ISO/IEC 17025:2017

**ANAB 17025:2017 Forensic Science Testing and Calibration Laboratories
Accreditation Requirements**

FBI Quality Assurance Standards for Forensic DNA Testing Laboratories:2011

while demonstrating technical competence in the field of

FORENSIC TESTING

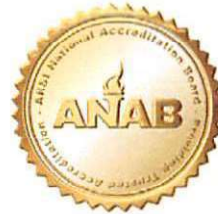
Refer to the accompanying Scope of Accreditation for information
regarding the types of tests to which this accreditation applies

Certificate Number: FT-0062

Valid to: 01/31/2023

A handwritten signature in black ink that reads "Pamela L. Sale".

Pamela L. Sale
Vice President, Forensics





**SCOPE OF ACCREDITATION TO:
ISO/IEC 17025:2017**

**ANAB 17025:2017 Forensic Science Testing and Calibration Laboratories
Accreditation Requirements**

FBI Quality Assurance Standards for Forensic DNA Testing Laboratories:2011

Metropolitan Nashville Police Department Crime Laboratory

400 Myatt Drive, Suite 200
Madison, Tennessee 37115

FORENSIC TESTING

Valid to: January 31, 2023

Certificate Number: FT-0062

Discipline: Biology			
Component/Parameter or Characteristic Tested	Test Method	Items Tested	Key Equipment or Technology
DNA-STR ¹	Flexible Scope	Blood, Saliva, Hair, Semen, Epithelial Cells	Capillary Electrophoresis
Body Fluid Identification	FBU TPM – Leeds Spectral Vision (LSV), Phenolphthalein Test (Kastle-Meyer Test), RSID Blood Test, Acid Phosphatase Mapping Test, Microscopic Examination for Sperm, ABACard p30 Test	Blood, Semen	Refer to Method
Individual Characteristic Database	Combined DNA Index System (CODIS) Manual – DNA Profile Entry, Searching the Database, Match Management	DNA Profiles	Combined DNA Index System (CODIS)



**Metropolitan Nashville Police Department
Crime Laboratory**

FT-0062

Discipline: Firearms and Toolmarks			
Component/Parameter or Characteristic Tested	Test Method	Items Tested	Key Equipment or Technology
Physical Comparison	FTIU TPM - Bullet/Projectile Classification and Examination, Physical Examination and Classification of Fired Cartridge Cases and Loaded Cartridges, Physical Examination and Classification of Firearms, Malfunctioning Firearm, Automatic Firearm, Microscopic Comparison, Physical Examination and Classification of Tools and Toolmarks Procedure, Toolmark Test Standards and Casting	Ammunition Components, Tool, Toolmark	Visual, Microscopy
Determination of Functionality	FTIU TPM - Physical Examination and Classification of Firearms, Test Firing, Malfunctioning Firearm, Automatic Firearm	Firearm	Refer to Method
Length Measurement	FTIU TPM - Physical Examination and Classification of Firearms	Firearm	Measuring Equipment
Serial Number Restoration	FTIU TPM – Serial Number Restoration	Physical Item	Chemistry
Distance Determination	FTIU TPM - Test Firing, Distance Determination: Visual, Microscopic, and Chemical Procedures	Firearm, Firearm Components, Physical Item	Measuring Equipment
Product (Make/Model) Determination	FTIU TPM - Bullet/Projectile Classification and Examination, Physical Examination and Classification of Fired Cartridge Cases and Loaded Cartridges, Physical Examination and Classification of Firearms	Firearm, Firearm/Ammunition Components	General Rifling Characteristics (GRC) Database



**Metropolitan Nashville Police Department
Crime Laboratory**

FT-0062

Individual Characteristic Database	FTIU TPM – National Integrated Ballistic Information Network (NIBIN) Method	Ammunition Components	National Integrated Ballistic Information Network (NIBIN)
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Discipline: Friction Ridge			
Component/Parameter or Characteristic Tested	Test Method	Items Tested	Key Equipment or Technology
Enhancement	Latent Print Technical Procedures Manual (LPU TPM) – Submission and Processing of Latent Digital Images	Patent, Latent, Plastic	Visual, Photography, Physical, Chemical
Physical Comparison	LPU TPM – Blind Verification; Determining Workability; Identifications; Workable Submissions (ACE-V)	Patent, Latent, or Plastic to a Known, Known to Known, Unknown to Unknown	Visual, Digital
Individual Characteristic Database	LPU TPM – Automated Fingerprint Identification System (AFIS) Processing; Automated Fingerprint Identification System (AFIS) Hits	Patent, Latent, Plastic or a Known	Automated Fingerprint Identification System (AFIS)

Discipline: Seized Drugs			
Component/Parameter or Characteristic Tested	Test Method	Items Tested	Key Equipment or Technology
Qualitative Determination ¹	Flexible Scope	Solid, Liquid, Botanical	Macroscopic Exam, Microscopic Exam, Color Spot Tests, Thin Layer, Gas and Liquid Chromatography, Mass Spectrometry, Ultraviolet and Infrared Spectroscopy, Reference Material Search
Weight Measurement	Drug Identification Procedures Manual – Weighing Practices	Solid, Liquid, Botanical	Balance



**Metropolitan Nashville Police Department
Crime Laboratory**

FT-0062

Discipline: Toxicology			
Component/Parameter or Characteristic Tested	Test Method	Items Tested	Key Equipment or Technology
Qualitative Determination ¹	Flexible Scope	Blood	Immunoassay, Liquid Chromatography, Mass Spectrometry
Quantitative Measurement ¹	Flexible Scope	Blood	Gas and Liquid Chromatography, Mass Spectrometry

Note 1: A flexible scope has been granted for this component/parameter or characteristic tested. ANAB has assessed the competence required to develop, validate, and perform quality assurance within this provided service. New or modified methods for the item(s) and equipment/technology(ies) listed in this row on the Scope of Accreditation may be introduced. New measurement principles, item(s), and technology(ies) will require evaluation by ANAB prior to granting a scope extension. Contact the forensic service provider for information on the specific test method in use at any point in time and utilized for accredited testing work.



Pamela L. Sale
Vice President, Forensics





**Metropolitan Nashville Police Department
Crime Laboratory**

May 28, 2021

To whom it may concern,

The Metropolitan Nashville Police Department Crime Laboratory is an entity of the Metropolitan Government of Nashville & Davidson County,

1. Is an existing crime laboratory that conducts analysis of DNA samples
 - The Metropolitan Nashville Police Department Crime Laboratory exists under the Metropolitan Nashville Police Department, which is governed by the Metro Government of Nashville & Davidson County, and is a Metropolitan government laboratory
 - The Metropolitan Nashville Police Department Crime Laboratory Forensic Biology Unit was established in 2015
2. Is accredited by a nonprofit professional organization actively involved in forensic science that is nationally recognized within the forensic science community
 - The Metropolitan Nashville Police Department Crime Laboratory is accredited by ANAB to ISO/IEC 17025:2017, ANAB 17025:2017 Forensic Science Testing Laboratories Accreditation Requirements, and FBI Quality Assurance Standards for Forensic Testing Laboratories:2020
3. Participates in external audits, not less than once every two (2) years, that demonstrate compliance with the requirements of the Quality Assurance Standards established by the Director of the Federal Bureau of Investigation
4. Will enter into the Combined DNA Index System (CODIS) all eligible DNA profiles obtained with funding from this program and, where applicable, uploaded to the National DNA Index System (NDIS)
5. Participates in the National DNA Index System (NDIS), or has an agreement with an NDIS participating laboratory to upload its data
6. Follows NDIS DNA Data Acceptance Standards for all profiles uploaded to NDIS
7. Ensures that all DNA analysis performed under this program will be maintained under applicable federal privacy requirements

A handwritten signature in cursive script that reads "Julia C. Hooper".

Julia Hooper
Forensic Services Division Director
Metropolitan Nashville Police Department

The Bureau of Justice Assistance Grants Programs Checklist

Instructions:

1. Complete the following information below: Applicant Name, Point of Contact Name, POC signature, Date Submitted, Application/Grant Number, and Grant Program.
2. Complete the Grants Programs Checklist, starting on page 2.
3. Return this document in electronic format with your application.

Applicant Name: Metropolitan Government of Nashville and Davidson County,
Metropolitan Nashville Police Department Crime Laboratory

Point of Contact Name: Forensic Services Division Director Julia Hooper

POC signature: **Julia Hooper** Digitally signed by Julia Hooper
Date: 2021.04.07 10:02:00 -05'00'

Date Submitted:
5/28/21

Application/Grant Number:

Grant Program: FY 2021 DNA Capacity Enhancement for Backlog Reduction
(CEBR) Program (Formula)

TCG Technical Recommendation:

BJA Approval:

Bureau of Justice Assistance Grants Program Checklist			
Resource	Concern	Yes or No	Comments
Air Quality	Does the project comply with state air quality standards for all criteria pollutants?	Yes	
	Is the project located in an area designated by the EPA as in attainment for the seven criteria pollutants?	Yes	
	Would the action produce minimal emissions (100 tons per year or less for each of the seven criteria pollutants and/or does not exceed 10% of an area's total emissions)?	Yes	
	Would potential exposure to chemical emissions in a laboratory be controlled through the use of a biological hood?	Yes	
	Would the project only produce emissions that do not impede the area's conformity with the State Implementation Plan under the Clean Air Act?	Yes	
Significance Criteria			
<i>An impact would be considered significant if pollutant emissions result in exposure of people, wildlife, or vegetation to ambient air that does not meet the standards established under the Clean Air Act, or interfere with state ambient air quality standards.</i>			
Resource	Concern	Yes or No	Comments
Geology, Topography, Soils (includes Farmland Protection)	Would there be compliance with local soil erosion mitigation measures in construction and renovation projects?	Yes	
	Would the project avoid erosion and deposition, compacting soils in fragile environments, or altering the character of soils over a large area?	Yes	
	Would the project comply with the Farmland Protection Policy Act?	Yes	
Significance Criteria			
<i>An action would cause a significant impact if soil erosion produced gullyng, damage to vegetation, or a sustained increase in sedimentation in streams. This includes a substantial loss of soil, and/or a substantial decrease in soil stability and permeability. Also, significant impacts can occur when soils are substantially disrupted, displaced, compacted or covered over. An action would also constitute a significant impact if the action caused ground fracturing, folding, subsidence, or instability. Impacts associated with soil contamination would be significant if the affected area was no longer able to support its current function or vegetative cover.</i>			

Resource	Concern	Yes or No	Comments
Water Resources (Water Quality, Surface Water, Wetlands, Floodplains, Coastal Barrier Resources, Wild and Scenic Rivers)	Would project activities avoid contamination, sedimentation, or otherwise significantly affecting the water quality or hydrology of a nearby surface water body?	N/A	Project does not involve water resources
	Would changes to surface water quality or hydrology be confined to the immediate project area?	N/A	Project does not involve water resources
	Does the project ensure that local and state regulations concerning stormwater runoff are followed?	N/A	Project does not involve water resources
	During construction activities, would all state, local, and tribal regulations concerning erosion controls, runoff abatement, and vegetation removal be followed?	N/A	Project does not involve water resources
	During construction activities, would proper hazardous spill procedures be in place to minimize impacts of spills on water quality?	N/A	Project does not involve water resources
	Would the project avoid affecting a designated Wild and Scenic River in any manner?	Yes	
	Would the project avoid affecting any portion of a 100-year or 500-year floodplain or jurisdictional wetland?	Yes	
Significance Criteria			
<i>Impacts on water resources would be considered significant if effluent or pollutant emissions result in exposure of people, wildlife, or vegetation to surface or ground waters that do not meet the standards established under the Clean Water Act, or interfere with state water quality standards.</i>			
<i>An action would cause a significant impact on wetlands and floodplains if the soil structure, hydrology or the vegetation of more than ¼ acre (1/10 ha) of a wetland would be altered, or a floodplain area is altered enough to present a reasonable flood danger to the area, causes the degradation or loss of habitat for populations indigenous to the floodplain area, or prohibits farming activities.</i>			
Resource	Concern	Yes or No	Comments
Natural Environment (Wildlife, Wildlife Habitat, and Vegetation)	Would the project avoid causing more than a short-term change in the composition, structure, or density of vegetation?	Yes	
	Would the project avoid causing more than temporary disturbance or relocation of wildlife?	Yes	
	Would the project avoid impacting current or future wildlife or vegetation biodiversity or species composition?	Yes	

	Would the project insure that the potential for the establishment of non-native plant species within disturbed areas created by this project would be minimal?	Yes	
	Would project construction occur in an area other than a unique or sensitive plant community?	N/A	No construction will be required for project
	Would the project avoid extirpating any plants or animals from the project area?	Yes	

Significance Criteria

An action would cause a significant impact if any changes to native vegetation extend beyond a small area and affect the viability of a plant species population or vegetation community. Full recovery would not occur in a reasonable time, considering the size of the project and the affected resource's natural state.

An action would cause a significant impact if any changes affect a large portion of a wildlife population and the viability of that population. Full recovery would not occur in a reasonable time, considering the size of the project and the affected species' natural state.

An action would cause a significant impact if the degradation or loss of habitat is sufficient to cause native wildlife populations to leave or avoid the area.

Resource	Concern	Yes or No	Comments
Endangered Species	Would the project avoid impacts on T&E species or critical habitat?	Yes	
	Is the project area free of any Federal or state listed T&E species or critical habitat, as determined by consultation with FWS or NMFS?	Yes	
	Would the project avoid impacting any areas in or adjacent to habitat for rare, threatened, or endangered species?	Yes	
	If the project is expected to adversely affect a listed species, would mitigation measures be employed that would successfully avoid such effects?	Yes	

Significance Criteria

Any effect to a federally listed species or its critical habitat would be so small that it would not be of any measurable or perceptible consequence to the protected individual or its population. This effect would equate to a "no effect" or "not likely to adversely affect" determination in U.S. Fish and Wildlife Service terms. Anything else would be considered significant.

Resource	Concern	Yes or No	Comments
Historic Preservation	Is the project site free of any historic structures, archeological concerns, or other cultural resource issues, as determined by consultation with the SHPO?	Yes	
	Would the project avoid affecting any NRHP listed properties, or properties that are eligible for listing?	Yes	
	Would the project occur within an existing facility that is not considered historic, as determined by consultation with the SHPO?	Yes	
	If project activities are determined to impact cultural resources as defined by Section 106, would mitigation steps as outlined in Section 106 be followed?	Yes	
	Would renovation projects exclude historic buildings?	Yes	
Significance Criteria			
<i>An impact would be significant if an effect occurs that may diminish the integrity of, cause a substantial adverse change in the significance of, or directly or indirectly destroy a cultural resource. This effect would equate to an "adverse effect" determination for purposes of Section 106.</i>			
Resource	Concern	Yes or No	Comments
Land Use	Would the project comply with local zoning and development ordinances (apply for rezoning if needed)?	Yes	
	Would the project comply with local comprehensive and development plans?	Yes	
	Would the project obtain necessary building and occupancy permits from local authorities?	Yes	
Significance Criteria			
<i>An impact would be significant if a proposed action conflicts with any Federal, regional, State, or local land use plans. If land use patterns are changed in the immediate project area due to a proposed action, the impact would also be considered significant.</i>			
Resource	Concern	Yes or No	Comments
Human Population (Socioeconomics and Environmental Justice)	Would the project avoid appreciably changing the total population or demographics of the population, housing demand or employment levels, or property values?	Yes	
	Would the project avoid increasing human infrastructure requirements (i.e., new workers need housing and consume additional community resources such as water, electricity, roadways, open space, etc.)?	Yes	

	Would the project avoid displacing existing residents or workers from their homes and communities?	Yes	
	Would the action avoid areas that have a high proportion of minority residents or residents living below the poverty level?	Yes	
	If it does occur in such an area, would the grantee ensure that low-income households are not adversely impacted by the project?	Yes	
	Would environmentally unsafe, unpleasant, or noxious conditions for nearby populations, including release of contaminants into air or water, increased levels of traffic or noise occur only during the period of construction?	Yes	

Significance Criteria

A change of more than 2 percent of the previously projected level of local employment, population, or gross domestic product would be considered a significant impact on socioeconomics. Also, if school populations decrease by more than 2 percent, revenues decrease by more than 2 percent, and if vacancy rate increases by more than 2 percent, that would constitute a significant impact.

A significant impact on environmental justice would occur if a disproportionate amount of minority and/or low-income populations were adversely affected by the project.

Resource	Concern	Yes or No	Comments
Noise	Would project activities avoid noise impacts to sensitive receptors?	Yes	
	If noise levels during construction projects exceed existing background sounds temporarily, would the project insure that they do not exceed applicable noise standards?	N/A	No contraction activities is required for this project
	Would operation of a newly constructed facility avoid producing noise levels that would disturb people or displace wildlife?	N/A	No contraction activities is required for this project

Significance Criteria

Sounds levels of 65 dBA are considered annoying to most individuals, while constant or repeated exposure to sounds of 90 dBA or higher can lead to significant impacts. Noise levels are significant if they exceed ambient noise level standards determined by the federal, state, and/or local governments. An impact would be considered significant if there is sustained exposure of sensitive receptors to a DNL of greater than 65 dBA.

Resource	Concern	Yes or No	Comments
Energy	Would the demand on the region's energy supply be negligible (for projects occurring within existing facilities that may require additional energy)?	Yes	
	Would the project comply with regulations for electricity and gas provisions?	Yes	
	Would the project avoid the wasteful, inefficient and unnecessary consumption of energy?	Yes	
Significance Criteria			
<i>Significant impacts to energy would occur if a proposed project were to create a substantial increase in the level of demand for energy supplies and/or use energy in a wasteful, inefficient, excessive or unnecessary manner.</i>			
Resource	Concern	Yes or No	Comments
Solid Waste Management	Would any solid (or liquid) waste that is created by the project, including hazardous waste and construction debris, be disposed of properly?	Yes	
	Would laboratories maintain safe and adequate storage and disposal procedures for hazardous waste and chemicals?	Yes	
Significance Criteria			
<i>An action would cause a significant impact if it would increase the generation of solid or hazardous waste beyond the capacity to safely handle and dispose of that waste.</i>			
Resource	Concern	Yes or No	Comments
Transportation	Would the project avoid generating new traffic over the long-term?	Yes	
	Would the project avoid creating an additional need for parking?	Yes	
	Would the project avoid short- or long-term decreases in the level of service of a roadway?	Yes	
	Would the project ensure unrestrained movement of emergency vehicles?	Yes	
	Would the project avoid conflicts with planned transportation projects or adopted public transportation policies?	Yes	

	Would the project avoid causing noticeable deterioration of local roadway surfaces?	Yes	
Significance Criteria			
<i>A significant impact to transportation would be a traffic increase which is predicted to upset the normal flow of traffic, create the need for major road repair as a result of the action, or generate traffic levels requiring the expansion of existing roadways or facilities.</i>			
Resource	Concern	Yes or No	Comments
State Environmental Policy Act	Would the project occur in states <u>other than</u> Arkansas, California, Connecticut, District of Columbia, Georgia, Guam, Hawaii, Indiana, Maryland, Massachusetts, Minnesota, Montana, Nevada, New Jersey, New York, North Carolina, Puerto Rico, South Dakota, Virginia, Washington, or Wisconsin? If so, the project would not require compliance with a state environmental policy act.	Yes	This project complies with State regulations
Intergovernmental Review and Other Federal Agency Reaction to the Project	Would grantees partnering with other federal agencies, or whose project may affect another federal agency consult and coordinate with that entity and conduct intergovernmental review as necessary?	Yes	
Cumulative Impacts	Would cumulative impacts be less than significant for all resources affected by the project?	Yes	



**Metropolitan Nashville Police Department
Crime Laboratory**

May 28, 2021

To whom it may concern,

The Metropolitan Nashville Police Department Crime Laboratory is an entity of the Metropolitan Government of Nashville & Davidson County that does not employ a fee for service model or otherwise accept compensation from external organizations or jurisdictions to conduct DNA sample testing.

A handwritten signature in cursive script that reads "Julia C. Hooper".

Julia Hooper
Forensic Services Division Director
Metropolitan Nashville Police Department



**Metropolitan Nashville Police Department
Crime Laboratory**

May 28, 2021

To whom it may concern,

The Metropolitan Nashville Police Department Crime Laboratory is an entity of the Metropolitan Government of Nashville & Davidson County and does not have (and is not proposed as a subrecipient under) any pending applications submitted within the last 12 months for federally-funded grants or cooperative agreements (or for subawards under federal grants or cooperative agreements) that request funding to support the same project being proposed in this application to OJP and that would cover any identical cost items outlined in the budget submitted to OJP as part of this application.

A handwritten signature in cursive script that reads "Julia C. Hooper".

Julia Hooper
Forensic Services Division Director
Metropolitan Nashville Police Department

**MEMORANDUM OF UNDERSTANDING
BETWEEN
TENNESSEE BUREAU OF INVESTIGATION AND
METRO NASHVILLE POLICE DEPARTMENT**

WHEREAS, the Tennessee Bureau of Investigation (TBI), and Metro Nashville Police Department (Metro PD) ("Parties") acknowledge that both Parties have coordinated to set a minimum level of funding to include in each Party's individual application for the FY21 DNA Capacity Enhancement for Backlog Reduction Program (CEBR) formula grant ("Grant") in the state of Tennessee ("State"); and

WHEREAS, Parties, as the only publically funded DNA laboratories in the State, are the only two eligible applicants for this Grant; and

WHEREAS, the amount determined to be applied for by each Party is based on a calculation of the number of Uniform Crime Report (UCR) Part 1 violent crimes and property crimes reported to the FBI for 2019 and the population of the State or service area of each Party OR a minimum amount of \$250,000 is awarded to each eligible Party within the State regardless of whether its proportion of available funding based on UCR Part 1 violent crimes, property crimes and population of the State reaches \$250,000; and

WHEREAS, any of the Parties who do not want to take the minimum aggregate amount of \$250,000.00 will officially commit to cede a portion of the minimum aggregate amount to the other Party eligible; and


WHEREAS, the Parties herein desire to enter into a Memorandum of Understanding ("MOU") setting forth the total amount of funds to be applied for by the Parties' combined applications at \$ 2,344,576 per the FY21 CEBR solicitation for funding; and

WHEREAS, the separate applications will be prepared by each Party (including this MOU as an attachment) and submitted to the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance on or before June 22, 2021;

NOW, THEREFORE, it is hereby agreed by and between the Parties on May 20, 2021 as follows:

- 1) Based on the eligibility requirements, Metro PD is eligible and intends to apply for 10.7% of the \$ 2,344,576 state appropriations. Therefore, the total Metro PD application will be \$ 250,000.
- 2) Based on the eligibility requirements, the TBI is eligible and intends to apply for 89.3% of the total state \$ 2,344,576 state appropriations. Therefore, the total TBI application will be for \$ 2,094,576.


Mike Lyttle, Assistant Director
Forensic Services Division
Tennessee Bureau of Investigation


Julia C. Hooper, Director
Forensic Services Division
Metro Nashville Police
Department



U.S. DEPARTMENT OF JUSTICE

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. The certifications shall be treated as a material representation of fact upon which reliance will be placed when the U.S. Department of Justice ("Department") determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by 31 U.S.C. § 1352, as implemented by 28 C.F.R. Part 69, the Applicant certifies and assures (to the extent applicable) the following:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If the Applicant's request for Federal funds is in excess of \$100,000, and any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the Applicant shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities" in accordance with its (and any DOJ awarding agency's) instructions; and

(c) The Applicant shall require that the language of this certification be included in the award documents for all subgrants and procurement contracts (and their subcontracts) funded with Federal award funds and shall ensure that any certifications or lobbying disclosures required of recipients of such subgrants and procurement contracts (or their subcontractors) are made and filed in accordance with 31 U.S.C. § 1352.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

A. Pursuant to Department regulations on nonprocurement debarment and suspension implemented at 2 C.F.R. Part 2867, and to other related requirements, the Applicant certifies, with respect to prospective participants in a primary tier "covered transaction," as defined at 2 C.F.R. § 2867.20(a), that neither it nor any of its principals—

(a) is presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) has within a three-year period preceding this application been convicted of a felony criminal violation under any Federal law, or been convicted or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, tribal, or local) transaction or private agreement or transaction;

violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects its (or its principals') present responsibility;

(c) is presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, tribal, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and/or

(d) has within a three-year period preceding this application had one or more public transactions (Federal, State, tribal, or local) terminated for cause or default.

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application. Where the Applicant or any of its principals was convicted, within a three-year period preceding this application, of a felony criminal violation under any Federal law, the Applicant also must disclose such felony criminal conviction in writing to the Department (for OJP Applicants, to OJP at Ojpcompliancereporting@usdoj.gov; for OVW Applicants, to OVW at OVW.GFMD@usdoj.gov; or for COPS Applicants, to COPS at AskCOPSRC@usdoj.gov), unless such disclosure has already been made.

3. FEDERAL TAXES

A. If the Applicant is a corporation, it certifies either that (1) the corporation has no unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to the Department (for OJP Applicants, to OJP at Ojpcompliancereporting@usdoj.gov; for OVW Applicants, to OVW at OVW.GFMD@usdoj.gov; or for COPS Applicants, to COPS at AskCOPSRC@usdoj.gov).

B. Where the Applicant is unable to certify to any of the statements in this certification, it shall attach an explanation to this application.

4. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, as implemented at 28 C.F.R. Part 83, Subpart F, for grantees, as defined at 28 C.F.R. §§ 83.620 and 83.650:

A. The Applicant certifies and assures that it will, or will continue to, provide a drug-free workplace by—

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about—

- (1) The dangers of drug abuse in the workplace;
- (2) The Applicant's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the award be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the award, the employee will—

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of the employee's conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the Department, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title of any such convicted employee to the Department, as follows:

For COPS award recipients - COPS Office, 145 N Street, NE, Washington, DC, 20530;

For OJP and OVW award recipients - U.S. Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531.

Notice shall include the identification number(s) of each affected award;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and

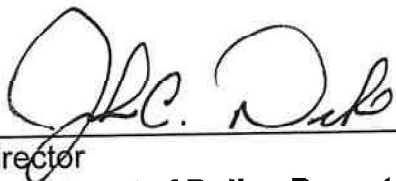
(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

5. COORDINATION REQUIRED UNDER PUBLIC SAFETY AND COMMUNITY POLICING PROGRAMS

As required by the Public Safety Partnership and Community Policing Act of 1994, at 34 U.S.C. § 10382(c)(5), if this application is for a COPS award, the Applicant certifies that there has been appropriate coordination with all agencies that may be affected by its award. Affected agencies may include, among others, Offices of the United States Attorneys; State, local, or tribal prosecutors; or correctional agencies.

I acknowledge that a materially false, fictitious, or fraudulent statement (or concealment or omission of a material fact) in this certification, or in the application that it supports, may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the Applicant to civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. §§ 3729-3730 and 3801-3812). I also acknowledge that the Department's awards, including certifications provided in connection with such awards, are subject to review by the Department, including by its Office of the Inspector General.

**APPLICATION SIGNATURE PAGE
FOR THE APPLICATION OF THE
2021 DNA Capacity Enhancement and Backlog Reduction (CEBR) Program
METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY**



Director
Department of **Police Department**

6-9-21

Date