

LEGISLATIVE TRACKING FORM

Filing for Council Meeting Date: 06/16/26

Resolution Ordinance

Contact/Prepared By: M. Park

Date Prepared: _____

Title (Caption): 2026 Middle Tennessee ICAC Task Force 27-29 Application

Funds are to be used to continue funding the MNPD Internet Crimes Unit. Funds will be utilized for salary, benefits, technologies, equipment for internet crime lab, as well as for travel and training of personnel assigned to the Unit. An additional funds shall be used for sub-grantees for seed money to establish additional ICAC Units in other jurisdictions (TBD).

Submitted to Planning Commission? N/A Yes-Date: _____ Proposal No: _____

Proposing Department: Police Requested By: Police

Affected Department(s): ALL Affected Council District(s): ALL

Legislative Category (check one):

- | | | |
|---|---|--|
| <input type="checkbox"/> Bonds | <input type="checkbox"/> Contract Approval | <input type="checkbox"/> Intergovernmental Agreement |
| <input type="checkbox"/> Budget - Pay Plan | <input type="checkbox"/> Donation | <input type="checkbox"/> Lease |
| <input type="checkbox"/> Budget - 4% | <input type="checkbox"/> Easement Abandonment | <input type="checkbox"/> Maps |
| <input type="checkbox"/> Capital Improvements | <input type="checkbox"/> Easement Accept/Acquisition | <input type="checkbox"/> Master List A&E |
| <input type="checkbox"/> Capital Outlay Notes | <input type="checkbox"/> Grant | <input type="checkbox"/> Settlement of Claims/Lawsuits |
| <input type="checkbox"/> Code Amendment | <input checked="" type="checkbox"/> Grant Application | <input type="checkbox"/> Street/Highway Improvements |
| <input type="checkbox"/> Condemnation | <input type="checkbox"/> Improvement Acc. | <input type="checkbox"/> Other: _____ |

FINANCE Amount +/-: \$ <u>\$ 720,000.00</u> Funding Source: Capital Improvement Budget Capital Outlay Notes Departmental/Agency Budget Funds to Metro General Obligation Bonds Grant Increased Revenue Sources	Match: \$ <u>\$ 0.00</u> Judgments and Losses Local Government Investment Project Revenue Bonds Self-Insured Liability Solid Waste Reserve Unappropriated Fund Balance 4% Fund Other: _____ Date to Finance Director's Office: _____ APPROVED BY FINANCE DIRECTOR'S OFFICE: _____
Approved by OMB: <u>Aaron Pratt</u> Approved by Finance/Accounts: _____ Approved by Div Grants Coordination: <u>Juanita Paulsen</u>	

ADMINISTRATION	
Council District Member Sponsors: _____	
Council Committee Chair Sponsors: _____	
Approved by Administration: _____	Date: _____

DEPARTMENT OF LAW	
Date to Dept. of Law: _____	Approved by Department of Law: _____
Settlement Resolution/Memorandum Approved by: _____	
Date to Council: _____	For Council Meeting: _____ <input type="checkbox"/> E-mailed Clerk
<input type="checkbox"/> All Dept. Signatures <input type="checkbox"/> Copies <input type="checkbox"/> Backing <input type="checkbox"/> Legislative Summary <input type="checkbox"/> Settlement Memo <input type="checkbox"/> Clerk Letter <input type="checkbox"/> Ready to File	

GRANT APPLICATION SUMMARY SHEET

Grant Name: 2026 Middle Tennessee ICAC Task Force27-29
Department: POLICE DEPARTMENT
Grantor: Tennessee Office of Criminal Justice Programs
Pass-Through Grantor (If applicable):
Total Applied For \$720,000.00
Metro Cash Match: \$0.00
Department Contact: Capt. Kelly Cantrell
 880-2850
Status: CONTINUATION

Program Description:

Funds are to be used to continue funding the MNPD Internet Crimes Unit. Funds will be utilized for salary, benefits, technologies, equipment for internet crime lab, as well as for travel and training of personnel assigned to the Unit. An additional funds shall be used for sub-grantees for seed money to establish additional ICAC Units in other jurisdictions (TBD).

Plan for continuation of services upon grant expiration:

All equipment purchased is the property of the Police Department and the program is utilizing existing personnel so there would be no change and program would continue as established should funding be discontinued.

APPROVED AS TO AVAILABILITY OF FUNDS:

APPROVED AS TO FORM AND LEGALITY:

Jenneen Reed/mjw 6/1/2026 | 12:07 PM CDT
Director of Finance **Date**

Abby Greer 6/2/2026 | 8:24 AM CDT
Metropolitan Attorney **Date**

APPROVED AS TO RISK AND INSURANCE:

Balagun Cobb 6/1/2026 | 12:09 PM CDT
Director of Risk Management **Date**
 Services

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		Capt. Kelly Cantrell		880-2850	
Grant Name:		2026 Middle Tennessee ICAC Task Force 27-29					
Grantor:		Tennessee Office of Criminal Justice Programs ▼				Other:	
Grant Period From:		07/01/26		<small>(applications only)</small> Anticipated Application Date:		03/25/26	
Grant Period To:		06/30/29		<small>(applications only)</small> Application Deadline:		03/25/26	
Funding Type:		STATE ▼		Multi-Department Grant		<input type="checkbox"/> If yes, list below.	
Pass-Thru:		▼		Outside Consultant Project:		<input type="checkbox"/>	
Award Type:		FORMULA ▼		Total Award:		\$720,000.00	
Status:		CONTINUATION ▼		Metro Cash Match:		\$0.00	
Metro Category:		Est. Prior. ▼		Metro In-Kind Match:		\$0.00	
CFDA #		N/A		Is Council approval required?		<input checked="" type="checkbox"/>	
Project Description:		Applic. Submitted Electronically? <input type="checkbox"/>					
<p>Funds are to be used to continue funding the MNPD Internet Crimes Unit. Funds will be utilized for salary, benefits, technologies, equipment for internet crime lab, as well as for travel and training of personnel assigned to the Unit. An additional funds shall be used for sub-grantees for seed money to establish additional ICAC Units in other jurisdictions (TBD).</p>							
Plan for continuation of service after expiration of grant/Budgetary Impact:							
All equipment purchased is the property of the Police Department and the program is utilizing existing personnel so there would be no change and program would continue as established should funding be discontinued.							
How is Match Determined?							
Fixed Amount of \$		or		% of Grant		Other: <input type="checkbox"/>	
Explanation for "Other" means of determining match:							
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:				1.00		Actual number of positions added:	
						0.00	
Departmental Indirect Cost Rate				33.20%		Indirect Cost of Grant to Metro:	
						\$239,040.00	
*Indirect Costs allowed? <input type="radio"/> Yes <input checked="" type="radio"/> No				% Allow.		Ind. Cost Requested from Grantor:	
				0.00%		\$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	FY27		\$240,000.00					\$240,000.00	\$79,680.00	\$0.00	
Yr 2	FY28		\$240,000.00					\$240,000.00	\$79,680.00	\$0.00	
Yr 3	FY29		\$240,000.00					\$240,000.00	\$79,680.00	\$0.00	
Yr 4											
Yr 5											
Total		\$0.00	\$720,000.00	\$0.00	\$0.00		\$0.00	\$720,000.00	\$239,040.00	\$0.00	
Date Awarded:				Tot. Awarded:				Contract#:			
(or) Date Denied:				Reason:							
(or) Date Withdrawn:				Reason:							

Contact:

juanita.paulsen@nashville.gov
vaughn.wilson@nashville.gov

RESOLUTION NO. _____

A resolution approving an Internet Crimes Against Children (ICAC) grant application from the Tennessee Department of Finance and Administration to the Metropolitan Government, acting by and through the Metropolitan Nashville Police Department (MNPd), to continue funding for the Internet Crimes Against Children Unit.

WHEREAS, the Tennessee Department of Finance and Administration is accepting applications for an Internet Crimes Against Children (ICAC) grant with an award of \$720,000 with no cash match required; and,

WHEREAS, the Metropolitan Government is eligible to participate in this grant program; and,

WHEREAS, it is to the benefit of the citizens of The Metropolitan Government of Nashville and Davidson County that this grant application be approved and submitted.

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY:

Section 1. That the application for an Internet Crimes Against Children (ICAC) grant, with an award of \$720,000, a copy of which is attached hereto and incorporated herein, is hereby approved, and the Metropolitan Nashville Police Department is authorized to submit said application to the Tennessee Department of Finance and Administration.

Section 2. That this resolution shall take effect from and after its adoption, the welfare of The Metropolitan Government of Nashville and Davidson County requiring it.

APPROVED AS TO AVAILABILITY OF FUNDS:

INTRODUCED BY:

Jenneen Reed/mjr
Jenneen Reed, Director
Department of Finance

APPROVED AS TO FORM AND LEGALITY:

Member(s) of Council

Abby Greer
Assistant Metropolitan Attorney

TENNESSEE Grant Solicitation Packet



Grants Assistance Listing Number

FY27 Internet Crimes Against Children (ICAC)

Project Period: 07/01/2026 - 06/30/2029

Released on: 02/23/2026
Completed applications due: 03/25/2026

Prepared by:
State of Tennessee
Office of Criminal Justice Programs
Department of Finance and Administration
312 Rosa L. Parks Avenue
William R. Snodgrass Tennessee Tower, Suite 1800
Nashville, Tennessee 37243-1102

IMPORTANT INFORMATION

The Federal ICAC Task Force program was developed in response to the increasing number of children and teenagers using the Internet, the proliferation of child pornography, and heightened online activity by predators seeking unsupervised contact with potential underage victims. The FY 1998 Justice Appropriations Act (Pub. L. No. 105–119) directed OJJDP to create a national network of state and local law enforcement cyber units to investigate cases of child sexual exploitation. The Providing Resources, Officers, and Technology to Eradicate Cyber Threats to Our Children Act ("the PROTECT Act") of 2008, (P.L. 110-401, codified at 42 USC 17601, et seq.).

The Federal ICAC program is a national network of 61 coordinated task forces representing over 2,000 federal, state, and local law enforcement and prosecutorial agencies. These agencies are engaged in proactive investigations, forensic investigations, and criminal prosecutions. By helping state and local agencies to develop effective, sustainable responses to online child victimization and child pornography, OJJDP has increased their capacity to address Internet crimes against children.

All OCJP subrecipients will be required to have on file signed and initialed copies of Certification, Assurances, and Special Conditions required from both the Federal Level and State Level.

Eligibility

The Department of Finance and Administration, Office Criminal Justice Programs, will provide grants to the Knoxville Police Department, Memphis Police Department, and the Metropolitan Nashville and Davidson County Police Department to establish, implement, and operate a statewide network of regional Internet Crimes Against Children (ICAC) task forces.

Each agency will operate its ICAC task force in accordance with federal ICAC task force criteria and guidelines established by the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention.

Funds will be used exclusively to: (per State appropriation)

- Conduct law enforcement investigations into child pornography and online enticement of children.
- Recruit, train, coordinate, and support a regional network of cooperating law enforcement agencies, including assistance with training, forensic computer analysis, and adherence to national protocols.
- Serve as a liaison among local, state, national, and international law enforcement agencies and prosecutors.

The Knoxville Police Department will serve as the coordinating agency for the statewide ICAC network and will provide an annual report to the General Assembly on the network's activities. This document is provided for use by all subrecipient staff receiving state Internet Crimes Against Children (ICAC) grant funds from the State of Tennessee, administered by the Tennessee Department of Finance and Administration, Office of Criminal Justice Programs (OCJP). This guide is not intended to replace more detailed technical assistance available from the OCJP Program Manager assigned to your project. Subrecipient staff are encouraged to address questions or concerns regarding the subject matter in this guide or other issues to your OCJP Program Manager.

Length and Amount of Project Support

Multi-year contracts will remain contingent, as always, on the availability of federal appropriations.

Projects funded under this solicitation shall begin on July 1, 2026, and end on June 30, 2029. Applicants should refer to their organizational specific letter/e-mail from OCJP for funding amounts for this project.

Annual funding shall mirror funding amounts each agency received in FY26.

Applicants will complete a budget for each year of funding awarded, including a detailed summary of the budget, for this project. Annual budgets should reflect costs that are reasonable, allocable, and necessary for the development of individual projects.

Applicants must thoroughly consider the amount of funding necessary to meet agency needs and only apply for the amount necessary to fulfill program objectives.

Program Purpose

The purpose of this program is to support and expand Tennessee's Internet Crimes Against Children (ICAC) project, which is a coordinated law enforcement initiative dedicated to combating technology-facilitated sexual exploitation and other internet crimes against children through investigation, prosecution, training, and community outreach. The Tennessee ICAC Task Force operates as part of the national Internet Crimes Against Children Task Force Program, a network of federally supported multi-agency task forces that enhance the capacity of law enforcement to respond effectively to evolving threats posed by online predators and sexually explicit material targeting minors.

Tennessee's ICAC program is funded in part through state-appropriated funding through the state budget as reflected in Public Chapter 603, which awards grants to designated metropolitan police departments, including Knoxville, Memphis, and Nashville, to establish, implement, and operate regional ICAC task forces. These task forces must carry out activities consistent with federally established ICAC guidelines and criteria. State-mandated activities include conducting law enforcement investigations into child pornography and online enticement of children; recruiting, training, coordinating, and supporting networks of cooperating law enforcement agencies with an emphasis on ensuring adherence to national investigative and forensic protocols; and serving as a law enforcement liaison across local, state, national, and international agencies. It is the General Assembly's intent that the Knoxville Police Department serve as the coordinating agency for the statewide ICAC network, with annual reporting of activities to the General Assembly.

Statutorily required activities under federal law further reinforce the core objectives of the ICAC program: increasing the investigative capabilities of state and local law enforcement in detecting, investigating, and apprehending offenders; conducting both proactive and reactive Internet-crimes investigations; providing training and technical assistance in forensics, prosecution, and community outreach; and enhancing public awareness and prevention programs. These federal requirements, detailed in 34 U.S.C. § 21113, obligate task forces to pursue comprehensive strategies to expand the number of Internet crimes against children cases investigated and prosecuted and to participate in collaborative initiatives such as the Department of Justice's Project Safe Childhood.

Grant Solicitation Communications

The State has assigned the following Grant Solicitation identification title that must be referenced in all communications regarding this Grant Solicitation:

- Internet Crimes Against Children (ICAC) Task Forces

Prospective Applicants must direct all communications concerning this Grant Solicitation through the Tn Grants Portal. For additional instructions, please see the [Technical Assistance Job Aid](#).

Application Deadline

An Applicant must ensure that the State receives a completed application no later than the application deadline time and date, which is in Central Standard Time. The State will not accept late applications, and an Applicant's failure to submit its completed application by the deadline will result in disqualification of the application.

Scope of Services

The Scope of Services contains the following headers and will be evaluated based upon the following criteria:

- General Information
- Problems and Needs
- Project Purpose
- Inputs
- Outputs
- Outcomes
- Collaborative Activities
- Data Collection
- Project Summary
- Budget and Funds
- Upload Files
- Attestation

Budget Summary and Line-Item Detail

- You must complete a budget for each year of funding requested.

- Any category of expense not applicable to your budget may be left blank.
- Each fiscal year should contain specific line items and associated details for your application.
- All budgeted line items must be reasonable, necessary, and allocable directly to the project.
- Please use whole numbers.

Application Submission

- Required Materials for Submission
 - Scope of Services
 - Budget
 - Other Funds Information
 - Organizational chart and job descriptions for grant funded positions
 - Department of Revenue registration or exemption letter (Except Drug Task Forces and State and Local Law Enforcement)
 - Proof of non-profit status (non-profits only)
 - Most recent audit or a copy of the agency's Form 990 (nonprofits only)
 - Current Balance Sheet (nonprofits only)
 - Cost Allocation Plan
 - Approved indirect cost rate or De Minimis Certification (if utilizing indirect costs).
 - Letters of Support or Memorandums of Understanding (if required by the Collaboration section of the Scope of Service).
- Response Preparation Costs
 - The State will not pay any costs associated with the preparation, submittal, or presentation of any application.

GRANT SOLICITATION SCHEDULE OF EVENTS

- The following Grant Solicitation Schedule of Events represents the State's best estimate for this Grant Solicitation.

EVENT	TIME (central time zone)	DATE
1. Grant Solicitation Issued		
2. Application Deadline	4:30 p.m.	03/25/2026
3. Contract Start Date		07/01/2026

- Only the State has the discretion to update this Grant Solicitation at any time prior to contract award. However, prior to any such update, the State will consider whether it would negatively impact the ability of potential Applicants to meet the response deadline and revise as appropriate. If a Grant Solicitation update is issued, the State will convey the changes to all Applicants either through a posting to the OCJP website, or a push notice through the TN Grants system. Applicants should regularly check the website and their email for update notifications.

FUND SOURCE DESCRIPTIONS AND SPECIFIC REQUIREMENTS

Allowable Use of Funds

Please reference the Allowable Costs section of the OCJP Grants Manual for full explanations / restrictions regarding Allowable Costs.

Items Requiring Pre-Approval: The following budget items must be pre-approved prior to being included in the application budget: Capital Purchases, Sensitive Minor Equipment, Out of State Travel for Training and Conferences, furniture, and clothing.

General Salaries and Personnel Costs: Payment of personnel costs are allowable if costs are a part of an approved project and are necessary and incidental to project implementation and operation. Overtime pay will only be approved by OCJP on a case by case basis.

Space: The cost of space in privately - or publicly - owned buildings used for the benefit of the program is allowable subject to the conditions stated below:

- The total cost of space may not exceed the rental cost of comparable space and facilities in a privately owned building in the same locality.
- The cost of space procured for program usage may not be charged to the program for periods of non-occupancy, without authorization of OCJP.
- Rental Cost: The rental cost of space in a privately owned building is allowable. Rent cannot be paid if the building is owned by the grantee or if the grantee has a substantial financial interest in the property. However, the cost of ownership is an allowable expense. Similar costs for a publicly owned building are allowable where "rental rate" systems, or equivalent systems that adequately reflect actual costs, are employed. Such charges must be determined on the basis of actual cost (including depreciation-based on the useful life of the building, operation and maintenance, and other allowable costs). Where these costs are included in rental charges, they may not be charged elsewhere.
- Maintenance and Operation: The cost of utilities, insurance, security, janitorial services, elevator services, upkeep of grounds, normal repairs and alterations, and the like are allowable to the extent they are not otherwise included in rental or other charges for space.
- Occupancy of Space Under Rental-Purchase or a Lease with Option-to-Purchase Agreement: The cost of space procured under such arrangements is allowable when specifically approved by OCJP. This type of arrangement may require application of special matching share requirements under construction programs.
- Depreciation and Use Allowances on Publicly Owned Buildings: Depreciation or a use allowance on idle or excess facilities is NOT ALLOWABLE.

Professional Fees: If the implementing governmental agency or non-profit organization is entering into a subcontractual relationship with an entity that is providing project based professional services for the project, a subcontract will be required between the implementing agency and the subcontracting entity. Subrecipients should check the OCJP Grants Manual as many items in this line item require a pre-approved Subcontract. Consultant rates of payment are to be reasonable and consistent with fees for similar services in the market place. Individual consultant fees cannot exceed \$650 per day or \$81.25 per hour; this includes legal, medical, psychological, training, and accounting consultants.

Funds budgeted for professional consultant or subcontracting entity employees should be detailed under the "Professional Fee, Grant & Award" line of the budget.

Speaker fees for Conferences must be detailed under the "Travel, Conferences & Meetings" line of the budget. All projects providing training instructors/speakers with state funds will need to submit a Notification of Speakers Agreement for each instructor/speaker 15 days prior to the training event. See Chapter IX. OCJP Grants Manual.

Publication of Documents and Electronic Media: Project directors are encouraged to make the results and accomplishments of their activities available to the public. A recipient who publicizes project activities and results shall adhere to the terms and conditions of the award as well as the following:

Responsibility for the direction of the project activity should not be ascribed to OCJP. The publication shall include the following statement: "This project is funded under an agreement with the State of Tennessee."

All materials publicizing or resulting from award activities shall contain an acknowledgement of OCJP assistance. An acknowledgement of support shall be made through use of the above statement or comparable footnote.

The OCJP Program Manager will verify the statement PRIOR to printing or publication.

A recipient/subrecipient is expected to publish or otherwise make widely available to the public, as requested by OCJP, the results of work conducted or produced under an award.

All publication and distribution agreements with a publisher will include provisions giving the State of Tennessee a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use and to authorize others to use the publication for government purposes.

Unless otherwise specified in the award, the recipient/subrecipient may copyright any books, publications, films, or other

copyrightable material developed or purchased as a result of award activities. Copyrighted material shall be subject to the same provisions of the state government.

The recipient/subrecipient shall submit a publication and distribution plan to OCJP before materials developed under an award are commercially published or distributed. The plan shall include a description of the materials, the rationale for commercial publication and distribution, the criteria to be used in the selection of a publisher, and, to assure reasonable competition, the identification of firms that will be approached. Prior OCJP approval of this plan is required for publishing project activities and results when funds are used to pay for the publication.

Travel: Expenses and reimbursements for in-state and out-of-state travel must follow the most current comprehensive State of Tennessee Rules and Regulations OCJP approval for attendance at any out of state conference or training.

Training, Conferences, and Meetings: Training, Conferences, and Meetings which are part of an approved project, if necessary and allocable to that project, are allowable expenses.

Unallowable Use of State Funds:

Please reference the Unallowable Costs section of the OCJP Grants Manual for full explanations and restrictions regarding Unallowable Costs.

The following services, activities, and costs **CANNOT** be supported with state grant funds.

Lobbying: In general, as a matter of funds awarded by OCJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government.

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

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

Needs Assessments, Surveys, Evaluations and Studies: With the exception of program evaluation, subrecipients may not use funds to pay for efforts conducted by individuals, organizations, task forces, or special commissions to study and/or research particular crime victim issues.

Prosecution Activities and Active Investigations of Criminal Activity: Witness notification and management activities, expert witnesses, victim and witness protection services and other activities directed at prosecuting offenders or improving the criminal justice system's effectiveness and efficiency are not allowable uses of state funds.

Fundraising: Subrecipients are not permitted to use state funds for fundraising.

Inherently Religious Activities: State funding may not be used to support inherently (or explicitly) religious activities.

Dues or Membership Fees: State funds may not be used for dues or membership fees to an organization conducting any type of lobbying, including advocating with government agencies for policy change.

Program Income: Program Income is unallowable without prior approval. See the Program Income portion of the OCJP Grants Manual at the following link:OCJP Grants Manual.

Legal Services: Except as indicated in the following sentence, costs of providing legal services (that is, professional services of the kind lawfully provided only by individuals licensed to practice law) to any removable alien (see 8 U.S.C. § 1229a(e)(2)) or any alien otherwise unlawfully present in the United States are disallowed and may not be charged against the award. Costs for legal services disallowed under the preceding sentence do not include costs for legal services— (1) to obtain protection orders for victims of crime (including associated or related orders (e.g., custody orders), arising from the victimization); (2) that are associated with or relate to actions under 18 U.S.C. ch. 77 (peonage, slavery, and trafficking in persons); (3) to obtain T-visas, U-visas, or "continued presence" immigration status (see, e.g., 8

U.S.C. § 1101(a)(15)(T) & (U); 22 U.S.C. § 7105(c)(3)(A)); or (4) as to which such disallowance would contravene any express requirement of any law, or of any judicial ruling, governing or applicable to the award.

Generic Unallowable Costs:

- Construction (Remove if an allowable activity),
- Land acquisition (Purchase of real property),
- Any expenditures that reflect supplanting,
- Compensation of federal employees,
- Travel of federal employees,
- Bonuses or commissions,
- Military type equipment,
- Lobbying,
- Fundraising (including financial campaigns, endowment drives, solicitation of gifts and bequests, and similar expenses incurred solely to raise capital or obtain contributions),
- Corporate formation,
- State and Local taxes,
- Legal fees,
- Cost in applying for this grant,
- Any expenses prior to the grant award date,
- First class travel,
- Management or administrative training,
- Gas or gift cards,
- Sole source contracts (without the prior written approval from the OCJP) • Cost incurred outside the project period.
- Board or Director's insurance, and
- Late fees

Please Note: This list is NOT ALL-INCLUSIVE. For further clarification, contact OCJP or refer to the FVPSA portion of the OCJP Grants Manual at the following link: [OCJP Grants Manual](#).

STATE FUNDING PROGRAM REQUIREMENTS

Law Enforcement Agencies: In order for law enforcement agencies to qualify for grant funds, they must comply with the following:

- Fingerprint Reporting Requirement: The Agency shall ensure that they will comply with Tennessee Code Annotated (TCA) 38-3-122 and will submit all fingerprints taken to the Tennessee Bureau of Investigation (TBI).
- TIBRS Reporting Requirement: The Agency shall ensure that they comply with the rules and regulations of the Tennessee Bureau of Investigations (TBI) as empowered by Tennessee Code Annotated (TCA) 38-10-101 et seq. with regard to the Tennessee Incident Based Reporting System (TIBRS). The agency will at all times maintain TBI certification of their compliance with those rules and regulations.
- National Instant Criminal Background Check System (NICS) Reporting Requirement: The Agency shall ensure that they comply with Tennessee Code Annotated (TCA) 33-3-1115 with regard to NICS Reporting. The agency will at all times maintain compliance.
- Death in Custody Reporting Act (DICRA) Requirement: The Agency shall comply with PUBLIC LAW 113–242 by submitting all deaths in custody to the TBI.
- DNA and CODIS Requirements: The Agency shall ensure that they will comply with Tennessee Code Annotated (TCA) 40-35-321 regarding the collection of DNA.
- Use of Force Requirement: The Agency must have a certification from the Tennessee Association of Chiefs of Police regarding their Use of Force policies. The Agency must also comply with TCAs 38-3-121, 38-8-101, 38-8113, 38-8-128:131, and 40-6-105.

Compliance with Submission of eligible records relevant to the National Instant Background Check System (NICS) for Law Enforcement, Prosecution and Court Projects requesting funding:

Consonant with federal statutes that pertain to firearms and background checks, including 18 U.S.C. 922 and 34 U.S.C.

chapter 409, if the recipient (or any subrecipient at any tier) uses this award to fund (in whole or in part) a specific project or program (such as a law enforcement, prosecution, or court program) that results in any court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the National Instant Background Check System (NICS), or that has as one of its purposes the establishment or improvement of records systems that contain any court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the NICS, the recipient (or subrecipient, if applicable) must ensure that all such court dispositions, information, or other records that are "eligible records" (under federal or State law) relevant to the NICS are promptly made available to the NICS or to the "State" repository/database that is electronically available to (and accessed by) the NICS, and when appropriate promptly must update, correct, modify, or remove such NICS-relevant "eligible records".

All law enforcement, prosecution and court related projects must comply with the above and with State TCA 8-4-115 (revised language effective January 1, 2019) prior to requesting funding and throughout the course of life of a funded contract. Failure to do so could result in termination of funding.

Public or Nonprofit Organizations: Organizations must be operated by public or nonprofit organizations, or a combination of such organizations.

Record of Effective Services: Organizations must demonstrate a record of providing effective services. This includes having the support and approval of its services by the community, a history of providing direct services in a cost-effective manner, and financial support from other sources.

No Charge for State Funded Services: Services must be provided at no charge through any state funded program. Any deviation from this requires prior approval by the state.

Evidence-Based Programming: Agencies should employ evidence-based programming in their grant project or use best practices (as identified in research) in the implementation of their proposed project. Framework for evidence-based programming has a logic model, or a theory of action, that guides its operation. Outputs are process measures, while outcomes communicate impact on participants or systems over time. The evidence and strong evidence steps indicate that the program is supported by at least one rigorous evaluation. Various factors can prevent a program from being rigorously evaluated, so ultimately the expectation is that all Tennessee programs are at least measuring outcomes.

Websites such as **Crime Stoppers** or **Substance Abuse and Mental Health** offer resources that applicants may use to find information about evidence-based programs in criminal justice, juvenile justice, and crime victim services.

Mandatory Reporting of Child Abuse and Adult Abuse: Agencies must comply with Tennessee Code Annotated, Sections 37-1-403 and 37-1-605 by reporting suspected cases of child abuse to the Department of Children's Services and with Tennessee Code Annotated 71-6-103 by reporting cases of adult abuse to the Department of Human Services as required by law.

Additional State or Federal Funds Received: The sub-recipient agrees that if it currently has a contract with OCJP and receives additional state or federal funding, outside OCJP, and those funds are to be used, in whole or in part, for one or more of the identical cost items for which funds are being provided under the OCJP contract, the sub-recipient will promptly notify the OCJP program manager in writing.

Subject to Funds Availability: Funding is subject to the appropriation and availability of State funds. In the event that the funds are not appropriated or are otherwise unavailable, the State reserves the right to terminate this solicitation. Upon such termination, the Grantee shall have no right to recover from the State any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.

Confidentiality of Records. Strict standards of confidentiality of records and information shall be maintained in accordance with applicable state and federal law. All material and information, regardless of form, medium or method of communication, provided to the Grantee by the State or acquired by the Grantee on behalf of the State that is regarded as confidential under state or federal law shall be regarded as "Confidential Information." Nothing in this Section shall permit Grantee to disclose any Confidential Information, regardless of whether it has been disclosed or made available to the Grantee due to intentional or negligent actions or inactions of agents of the State or third parties. Confidential Information shall not be disclosed except as required or permitted under state or federal law. Grantee shall take all necessary steps to safeguard the confidentiality of such material or information in conformance with applicable state and federal law. The obligations set forth in this Section shall survive the termination of this Grant Contract.

Solvency: Nonprofit agencies not solvent at the time of application are not eligible to apply for funding.

Tennessee Department of Revenue Registration: Pursuant to Tennessee Code Annotated (TCA) 12-3-306 all

subrecipients must comply with the Retailers' Sales Tax Act compiled in TCA 67-6-8 101 et seq. All sub-recipients and therefore required to either register a sales and use account with the Department of Revenue or seek an exemption from the same. Information on the process can be found at: [Sales and Use Registration](#)

To determine eligibility click on the link above and navigate in the following manner: TNTAP < Help < TN Vendor Contract Questions.

Follow the instructions on this page to determine whether or not your agency requires as sales and use account or has a valid exemption.

If your agency is exempt please provide the exemption letter provided by the website with your application.

Applications must include sales/use registration information or exemption letter. Requests for this registration or exemption should be initiated at least two (2) business days prior to application due date. (This does not apply to Drug Task Forces (DTF) and State and Local Law Enforcement.)

High Risk Designation: Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency. If the recipient is designated "high risk" by a federal grant-making agency, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to the OCJP.

For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

Applicants will be required to submit a **High Risk Designation Certification** if selected for funding.

State Sponsored Insurance Plan Enrollment: The subrecipient warrants that it will not enroll or permit its employees, officials, or employees of contractors to enroll or participate in a state sponsored health insurance plan through their employment, official, or contractual relationship with unless the subrecipient first demonstrates to the satisfaction of the Department of Finance and Administration that it and any contract entity satisfies the definition of a governmental or quasigovernmental entity as defined by federal law applicable to ERISA.

False Claims Act: The applicant agrees that its compliance with all applicable Federal civil rights and nondiscrimination laws is material to the government's decision to make this award and any payment thereunder, including for purposes of the False Claims Act (31 U.S.C. 3729-3730 and 3801-3812), and, by accepting an award, certifies that it does not operate any programs (including any such programs having components relating to diversity, equity, and inclusion) that violate any applicable Federal civil rights or nondiscrimination laws."

Nondiscrimination Compliance: All recipients of grant funding from OCJP must be compliant with Public Chapter NO. 458, Dismantling DEI Departments Act, that prohibits discriminatory Diversity, Equity, and Inclusion (DEI) programs in Tennessee Departments and funded entities.

On July 29, 2025, the United States Attorney General released a memorandum providing guidance for federal funding recipients regarding unlawful discrimination. This guidance reinforces the requirements of nondiscrimination in federally funded programs, and mandates compliance with Title VI, Title VII, Title IX, and Equal Protection clause of the Fourteenth Amendment. The Memo prohibits discrimination in violation of those laws and prohibits discriminatory practice of DEI that violate those Titles or other federal law.

As a recipient of funding from OCJP, you are required to be in compliance with the federal and state nondiscrimination requirements and guidelines provided in **The Office of the Attorney General's Memo**. Applicants should consult with their legal counsel for advice regarding legal compliance and implementation of best practice recommendations.

Written Compliance to Beneficiaries: Applicants that provide social services must give written notice to beneficiaries and prospective beneficiaries prior to the provision of services (if practicable) which shall include language substantially similar to the language in 28 CFR Part 38, Appendix C, sections (1) through (4).

A sample written notice may be found at **The Office of Criminal Justice Programs website**. In certain instances, a faith-based or religious organization may be able to take religion into account when making hiring decisions, provided it satisfies certain requirements. For more information, see "Nondiscrimination provisions and the Religious Freedom

Restoration Act.”

Hold Harmless. The Grantee agrees to indemnify and hold harmless the State of Tennessee as well as its officers, agents, and employees from and against any and all claims, liabilities, losses, and causes of action which may arise, accrue, or result to any person, firm, corporation, or other entity which may be injured or damaged as a result of acts, omissions, or negligence on the part of the Grantee, its employees, or any person acting for or on its or their behalf relating to this Grant Contract. The Grantee further agrees it shall be liable for the reasonable cost of attorneys’ fees, court costs, expert witness fees, and other litigation expenses for the State to enforce the terms of this Grant Contract.

Additional Program Requirements

For further program requirements please refer to the OCJP Grants Manual on the Office of Criminal Justice Programs website at the following link: [OCJP Grants Manual](#).

FINANCIAL REQUIREMENTS

OCJP grants are governed by the provisions of the Office of Management and Budget (OMB) Uniform Guidance applicable to financial assistance. The subrecipient must follow [OMB Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements](#) (Uniform Guidance). Additional information and guidance are contained in the fund source chapters of the [OCJP Grants Manual](#). This policy manual provides information on allowed costs, methods of payment, audit requirements, accounting systems, and financial records. Specific requirements include

Accounting Systems: A grant accounting system must be in place and financial records must accurately account for funds awarded to them. The system must have a financial management module in place that is able to record and report on the receipt, obligation, and expenditure of grant funds. This includes ability to track grant funds separately from other funds. There should be a system in place that can accurately track employee’s time charged to the grant. Accounting policies and procedures should be documented and in use, this includes payroll and purchasing policies that reflect good internal controls.

Cost Allocation Plan: If any part of the costs to be reimbursed are joint costs involving allocation to more than one program or activity, a cost allocation plan must be submitted and approved by the subrecipient’s cognizant agency. The subrecipient’s cognizant agency is the agency whose funds comprise the greatest percentage of grant funds received by the Subrecipient. Cost Allocation Plans must comply with the applicable accounting and financial standards, either Financial Accounting Standards Board (“FASB”) standards or Governmental Accounting Standards Board (“GASB”) standards. Methods used for allocating costs may differ between Subrecipients. It should be noted that grantors are not required to fully fund the costs that are charged to a particular program under an approved Cost Allocation Plan if such costs are not allowable under the contract with the Subrecipient or exceed the prescribed funding percentage or budgets.

Subrecipients will adhere to the [CPO Policy 2013-007](#) for Cost Allocation Plans for Subrecipients of Federal and State Grant Monies.

Each budget object line-item expense is defined by the [U.S. OMB’s Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles and CPO Policy 2013-007](#).

The requirements for the development and submission of indirect cost proposals and cost allocation plans are set out in Appendices III – VI of 2 C.F.R. Part 200, for subrecipients that are a state department, city, county (and subdivision thereof) and state college, university, and technology center. These subrecipients should follow the guidelines applicable to its type of organization. Institutions of Higher Education:

[2 C.F.R. § 200, Appendix III for Institutions of Higher Education](#)

[2 C.F.R. § 200, Appendix V for State/Local Government Central Service Cost Allocation Plans](#)

[2 C.F.R. § 200, Appendix VII for State/Local/Tribal Indirect Cost Proposals](#)

For additional information regarding cost allocation plans, please refer to [Chapter XVI – Cost Allocation](#) of the OCJP grants manual.

Indirect Cost Rate: Should the subrecipient request reimbursement for indirect costs, the Subrecipient must submit to the State a copy of the indirect cost rate approved by the cognizant federal agency or the cognizant state agency, as applicable. The Subrecipient will be reimbursed for indirect costs in accordance with the approved indirect cost rate and amounts and limitations specified in the grant budget. Once the subrecipient makes an election and treats a given cost as direct or indirect, it must apply that treatment consistently and may not change during the contract period. Any changes in

the approved indirect cost rate must have prior approval of the cognizant federal agency or the cognizant state agency, as applicable. If the indirect cost rate is provisional during the contract period, once the rate becomes final, the subrecipient agrees to remit any overpayment of funds to the State, and subject to the availability of funds the State agrees to remit any underpayment to the subrecipient. Indirect costs cannot be used as match.

Multiple Year Contracting: Multiple year contracting reduces unneeded paperwork and duplication for OCJP, as well as the subrecipient's office. This reduction in bureaucratic paperwork allows the subrecipient more time to spend on project implementation and evaluation, while allowing OCJP more time to provide oversight, technical assistance and evaluation of individual projects and OCJP programs. Multiple year contracts will remain contingent, as always, on the availability of federal appropriations.

State Agency Applicants: State agency applicants (executive, judicial or legislative branch agencies) must notify their Department of Finance and Administration budget analyst at the time the OCJP application is submitted of their intentions to apply for a grant. This Division of Budget notification is required so that necessary steps can be taken to include the grant in the agency's state budget should the state agency receive an award granted from OCJP.

NOTE: State agencies procuring information technology must obtain formal support of procurement from Strategic Technology Solutions (STS) in the Department of Finance and Administration prior to the signing of the grant contract with OCJP.

Solvency: Nonprofit agencies not solvent at the time of application are not eligible to apply for funding.

Reporting Irregularities: The subrecipient is responsible for promptly notifying OCJP and the State of Tennessee Comptroller of any illegal acts or irregularities and or proposed actual actions. Please notify the State of Tennessee Comptroller Hotline at 1-800-2325454 of any irregularities that occur. Illegal acts include: conflicts of interest, falsification of records or reports, misappropriation of funds or other assets, and/or fraud, waste or abuse. For additional information, please refer to the Tennessee Comptroller of the Treasury Website.

REPORTING REQUIREMENTS

The subrecipient must collect, maintain, and provide to OCJP, data that measure the performance and effectiveness of activities under this award, in the manner, and within the timeframes, specified in the program solicitation, or as otherwise specified by OCJP. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act, and other applicable laws.

Complete reporting requirements can be found in the OCJP reporting webpage. The data collected should support the information submitted on the reports and OCJP may periodically request to see the back-up data that supports the information submitted.

Any additional reports required will be determined by the scope of the project.

Programmatic Reporting

Training Participant Survey Report: The Annual Training Survey Outcome Report is required at the end of the year when state funds are used to provide training. It covers the period of July 1 through June 30 of the fiscal year for which the report is submitted.

Quarterly ICAC Output Report: The Quarterly ICAC Output Report is required for all ICAC programs. The reports are completed in Formstack and must then be emailed to the Program Manager by the Agency. Quarterly due dates: Quarter 1 - **October 30th**; Quarter 2 - **January 30th**; Quarter 3 - **April 30th**; Quarter 4 - **July 31st**.

ICAC Quarterly Regional Progress Report: The ICAC Quarterly Report is required for all ICAC programs. The reports are completed on the Word Document and emailed to the Program Manager by the Agency. Quarterly due dates: Quarter 1 - **October 30th**; Quarter 2 - **January 30th**; Quarter 3 - **April 30th**; Quarter 4 - **July 31st**.

NOTE: Activity records must be kept in order to document that funded staff are providing fund specific allowable training services/activities. All training sign-in participation sheets must be available to send to OCJP upon request.

Fiscal Reporting

Sub-recipient agencies must request reimbursement at least once per quarter based on expenditures incurred. However, it is recommended that agencies invoice monthly, when monthly expenditures are incurred.

Invoice for Reimbursement (Non-state Agencies): The invoice is used to request monthly reimbursement. It is strongly

recommended that agencies invoice monthly, when monthly expenditures are incurred. However, subrecipient agencies can invoice quarterly. If invoicing quarterly, agencies MUST request reimbursement 30 days after the end of each quarter for all the expenses incurred during the quarter in its entirety. Funds can only be distributed to subrecipients upon receipt of a properly prepared and signed invoice. The invoices are emailed to the Office of Business and Finance of the Department of Finance and Administration.

State of Tennessee Inter/Unit Journals (State Agencies Only): This method of payment is used for grants funded to State agencies. This payment method reimburses the sub-recipient based upon actual costs incurred by the sub-recipient in carrying out the activity of the grant. As the sub-recipient incurs costs, those costs are conveyed to the funding source (OCJP) following the State of Tennessee Inter/Unit Journal process described below. Following the IU processing, deposits (reimbursement) via the recognition of revenue are made to the account of the state sub-recipient.

Quarterly Program Income Summary Report (State and Local Governments Only): Agencies should be aware of and comply with reporting Program Income as defined in the Department of Justice Financial Guide. The Quarterly Program Income Summary Report is due quarterly no later than fifteen (15) calendar days after the close of each State fiscal year quarter (July 1 - September 30), (October 1 - December 31), (January 1 - March 31), (April 1 - June 30). If the VOCA project does not earn income, then the agency may submit an annual report due no later than fifteen (15) days after the end of the fiscal year or end of the grant period.

Project Equipment Summary Report: This report is completed on an annual basis, if equipment or "Sensitive Minor Equipment" (see **OCJP Grants Manual Chapter X - Property and Equipment for definition**) is purchased with grant funds during the current fiscal year. It is due to OCJP no later than thirty (30) calendar days past the end of the State fiscal year or July 31st. For new projects, the Project Equipment Summary Report should list new or start-up equipment purchases. For multi-year projects, the Project Equipment Summary Report should specifically identify any purchases that have been made for equipment, either totally or in part with grant money, since the last fiscal year.

Fiscal and Program Monitoring

The Office of Criminal Justice Programs program managers and fiscal monitors provide routine program and fiscal monitoring of all OCJP contracts. This monitoring provides program and fiscal contract compliance review, much needed information on how the program is actually being implemented and assists in identifying sub-recipients experiencing problems requiring corrective action. If through monitoring a problem area is identified and corrective action is requested, OCJP sub-recipients must adhere to the corrective action requirements identified in the **OCJP Grants Manual Chapter XIX. D** within the time period required.

APPLICATION EVALUATION

Review and Evaluation of Proposals

Each application will be rated, utilizing a "weighted" review tool, based on the applicant agency's ability to provide a logical description of how their project theoretically works to benefit the target group. The project description must tie goals, activities, outputs, and outcomes together in a logical fashion. Applications will be reviewed for financial and programmatic completeness by OCJP staff with expertise in grant requirements and program design. The applications will be rated and funding will be determined through a competitive review process by a review team of professionals knowledgeable in applicable subject material. Grants will be awarded based on current funding patterns, the availability of funds, and the above-mentioned criteria.

All competitive applications will undergo a final review by OCJP Staff and applicants will be notified of approval or denial. Applicants will be notified whether their application is approved for funding prior to the start date identified in this solicitation. If an application is approved, the contract between the state and the subrecipient will be initiated. The contract must be signed by the Authorized Official and submitted to the Office of Criminal Justice Programs for approval by the Commissioner of Finance and Administration. After the Commissioner approves the contract, an executed original contract will be sent to the subrecipient.

Grant Solicitation Update

Only the State has the discretion to update this Grant Solicitation at any time prior to contract award. However, prior to any such update, the State will consider whether it would negatively impact the ability of potential Applicants to meet the response deadline and revise as appropriate. If a Grant Solicitation update is issued, the State will convey the changes to all Applicants either through a posting to the OCJP website, or a push notice through the TN Grants system. Applicants should regularly check the website and their email for update notifications.

**FY27 ICAC SOLICITATION
COMPANION DOCUMENT – TN GRANTS**

Please use this Companion Document to navigate through the new TN Grants system to complete your application for OCJP funding for the FY27 ICAC Program. This document is structured to align with each section of the application as it is listed in TN Grants, and each of those sections is highlighted in gray in this document for easy reference.

Be sure to read the instructions at the top of each section in TN Grants, as the information in this Companion Document is in addition to those instructions. It may be helpful to refer to your last application/current contract for this project to assist with completing some sections of this application.

GENERAL INFORMATION

- Review your agency’s account information. Click on “View and Update Information” if you need to make updates or corrections.
- Answer the next three questions as instructed in TN Grants.
- Add and/or update the name and contact information for each of the three key roles, as instructed.
- Read and check the boxes for attestation and certification.
- Click “Save & Next” (***You will click “Save & Next” as you complete each section.***)

PROBLEMS AND NEEDS

- Answer the first six (6) questions listed in TN Grants.
- Supplemental Questions:
Please copy and paste the supplemental questions listed below into TN Grants (i.e., Question 1) and answer each question (i.e., Response 1) in the space provided.
 - Explain how any position(s) sponsored under this grant will be utilized to coordinate, maintain, and oversee operations for the Tennessee Statewide Automated Victim Information Notification System. **Upload job descriptions** in the “Upload Files” section of TN Grants for all positions listed on this grant. In the Upload Files section, select “Please upload any other required documents here.”

PROJECT PURPOSE

- Please copy and paste the goals/objectives provided below, in addition to your own. Then, add activities to describe how each objective will be met. For each goal identified, there should be at least one objective, and for each objective identified, there should be at least one activity. Edit the wording to align with your program.

Goal 1: Expand statewide resources to combat online child exploitation in Tennessee.

Objective 1.1: Detect and identify offenders engaged in child exploitation.

Activity 1.1.1: Monitor and investigate cyber tips, online reports, and public complaints for evidence of child pornography and enticement.

Activity 1.1.2: Conduct proactive undercover operations in online platforms, chat rooms, and social media.

**FY27 ICAC SOLICITATION
COMPANION DOCUMENT – TN GRANTS**

Activity 1.1.3: Partner with internet service providers, social media companies, and other technology platforms to identify suspects and preserve digital evidence.

Objective 1.2: Strengthen investigative capacity and evidence collection.

Activity 1.2.1: Utilize advanced forensic tools and software to recover and analyze digital media from seized devices.

Activity 1.2.2: Assign ICAC-trained investigators to handle complex or high-priority cases.

Activity 1.2.3: Maintain specialized equipment and secure facilities for the processing and storage of digital evidence.

Objective 1.3: Support prosecution and victim protection efforts.

Activity 1.3.1: Collaborate with prosecutors early in investigations to align evidence collection with legal requirements.

Activity 1.3.2: Provide expert testimony and detailed investigative reports for court proceedings.

Activity 1.3.3: Coordinate with victim service organizations to ensure that identified victims receive appropriate support and protection.

Goal 2: Support and train law enforcement agencies on forensics and national protocols.

Objective 2.1: Expand participation in the regional ICAC network.

Activity 2.1.1: Conduct outreach to law enforcement agencies within the region to recruit new partners into the ICAC program.

Activity 2.1.2: Develop onboarding materials and orientation sessions for new agencies to familiarize them with the ICAC mission, procedures, and protocols.

Activity 2.1.3: Maintain an updated directory of participating agencies and points of contact to facilitate coordination.

Objective 2.2: Enhance investigative and forensic capabilities of partner agencies.

Activity 2.2.1: Deliver quarterly training sessions on digital evidence collection, forensic computer analysis, and emerging technology threats.

Activity 2.2.2: Provide access to specialized forensic tools, software, and laboratory resources for participating agencies.

Activity 2.2.3: Establish a regional forensic support team to assist agencies with complex or resource-intensive cases.

Objective 2.3: Ensure adherence to national ICAC protocols and investigative standards.

Activity 2.3.1: Conduct periodic case audits to verify compliance with U.S. Department of Justice ICAC guidelines.

Activity 2.3.2: Offer refresher training on national investigative protocols and evidence handling requirements.

Activity 2.3.3: Distribute updates and bulletins on changes to ICAC standards, laws, and best practices to all partner agencies.

Goal 3: Serve as liaison uniting local, state, national, and international agencies.

Objective 3.1: Strengthen interagency communication and information sharing.

Activity 3.1.1: Establish secure, real-time communication channels for sharing intelligence and case information among partner agencies.

Activity 3.1.2: Maintain an up-to-date contact network of law enforcement and prosecution partners.

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Activity 3.1.3: Develop standardized protocols for the exchange of investigative data in compliance with legal and privacy requirements.

Objective 3.2: Facilitate coordinated, multi-jurisdictional investigations.

Activity 3.2.1: Organize regular case coordination meetings involving investigators and prosecutors from multiple jurisdictions.

Activity 3.2.2: Create joint investigative task forces for complex or cross-border ICAC cases.

Activity 3.2.3: Share specialized forensic and technical resources to support investigations led by partner agencies.

Objective 3.3: Promote collaborative training and professional development.

Activity 3.2.1: Host annual conferences and workshops with participation from all levels of law enforcement and prosecution partners.

Activity 3.2.2: Develop training modules on ICAC investigative best practices and legal considerations for multi-jurisdiction cases.

Activity 3.2.3: Facilitate cross-agency mentorship opportunities for investigators and prosecutors.

Goal 4: Improve ICAC case management and data tracking efficiency.

Objective 4.1: Implement a unified digital case tracking system for ICAC case tracking and access.

Activity 4.1.1: Maintain a secure case management database to track tips, evidence, and outcomes.

Objective 4.2: Reduce the backlog of ICAC cases by 30% within the grant period.

Activity 4.2.1: Retain agency personnel and/or specialized analysts to prioritize and triage incoming cyber tips.

Objective 4.3: Increase cyber tips processed within 72 hours from 60% to 85%.

Activity 4.3.1: Provide training for investigators and analysts on new data management and triage protocols.

INPUTS

- Answer the first four (4) questions listed in TN Grants.
- For the Budget Information question, be sure to include detailed information. See example below.
 - Salaries Example: Position 1 – Forensic Examiner (Full-Time), 100%, Salary \$48,000 + Benefits \$10,200 = \$58,200
 - Supplies Example: Office Rent, 60% Prorated, \$10,000/year = \$6,000
 - Travel Example: First Line Supervision, \$1,000/attendee @ 10 spots = \$10,000
- Supplemental Questions:
Please copy and paste the supplemental questions listed below into TN Grants (i.e., Question 1) and answer each question (i.e., Response 1) in the space provided.
 - Enter 'N/A' for any unused boxes.

**FY27 ICAC SOLICITATION
COMPANION DOCUMENT – TN GRANTS**

OUTPUTS

- Click on “Yes” to add a custom output.
- Then, in the Output description box, copy and paste, or manually enter, each field below that applies to the proposed project, and that is attributed to the project **based upon OCJP-funded staff/services only**, not for the entire organization.
- Be sure to click on “Save Your Values” after entering each output.
- Repeat until all outputs are entered. REMEMBER to click on “Save & Next” to save all your work at the end of this and every section.

Cyber Tips Received	
% Cyber Tips Processed Within 72-Hours	
Cyber Tips Received	
New Investigations Initiated	
Referrals Made to Partner Agencies	
Arrests Made	
Forensic Examinations Conducted	
Search Warrants Executed	
Personnel Trained	
Trainings Conducted	
Other	
If other, please explain:	

OUTCOMES

Start by entering the four (4) required outcomes listed below by clicking on the “Manage Outcomes” button. For Outcome Name, enter the italicized statement (remove quotes). For Outcome Comments, enter the first statement in bold font. Don’t forget to select one more outcome from the additional outcomes list provided. After all outcomes are entered, click on the “Manage Goal Assignments” button to assign each outcome to a goal.

- ICAC affiliates trained to prevent, interdict & investigate child internet crimes.
- Guarantee statewide access to experts investigating child exploitation.
- Maintain steady investigations: tips, exams, warrants & prosecutions.
- Increase presence: identify suspects & protect victims effectively.

Add any additional outcomes specific to your organization.

COLLABORATION ACTIVITIES

- Answer the question in TN Grants, then add the supplemental questions below.
- Supplemental Questions:
Please copy and paste the supplemental questions below into TN Grants and answer each question in the space provided.

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COMPANION DOCUMENT – TN GRANTS**

- Add any additional collaboration activities your agency plans to implement during the grant period.
- Enter 'N/A' for any unused boxes.

DATA COLLECTION PROCEDURE

- Answer the first five (5) questions as instructed in TN Grants.
- Supplemental Questions:
Please copy and paste the supplemental questions below into TN Grants and answer each question in the space provided.
 - Enter 'N/A' for any unused boxes.

PROJECT SUMMARY

It may be helpful to refer to the project summary in your current contract and make updates to the information provided in this application.

BUDGET AND FUNDS

- Select “Manually fill out all budgets” from the drop-down menu. Click Next.
- Click on the circle to select the Budget 1 and click on “Proceed to Fill out/Edit the Budget.”
- For the Salaries line item, be sure to include in the “Position” field all the detailed information for each position.
 - Example: Pos. 1: Forensic Examiner, Full-Time, 100%, Salary \$48,200 + Benefits \$10,800
- The budget does not auto-calculate or include validation, so double-check your numbers.
- Once the budget is entered, scroll down to the “Other fund sources” and complete as instructed.

UPLOAD FILES

- Upload all required and applicable files listed, including organizational chart, cost allocation plan, and MOUs.
- Upload job descriptions in “other required documents” at the bottom of the TN Grants page.

ATTESTATION

- Click the box to attest to the statements provided.
- Click Save.
- Be sure that all of the section bubbles on the left are green and review each section to check for any errors or accidental omissions before submitting your application.
- Congratulations! You have completed your application in TN Grants. Please notify your OCJP Program Manager.



To: Metro Nashville Police Department

RE: OCJP funding for FY27 – FY29

Date: February 20, 2026

The purpose of this letter is to clarify the status of your FY27-FY29 funding for State ICAC from the Office of Criminal Justice Programs. The Office of Criminal Justice Programs (OCJP) has a solicitation under FY27 Internet Crimes Against Children (ICAC) available for your program, current contract number 69807.

OCJP is now utilizing an online portal “TN Grants” for the purposes of accepting applications, issuing contracts, and conducting project management. As a result of these changes to our business practices we are requiring all current grantees who wish to apply for funding to utilize this system.

We are currently issuing one-year grants to eligible subrecipients as both OCJP staff and subrecipients become familiar with the new system.

The term for your project is: July 1, 2026 – June 30, 2029.

The total amount your agency is eligible to apply for is listed below.

Federal Funds	State Funds	Total
\$0.00	\$720,000.00	\$720,000.00

Your agency is eligible to apply for funding under our State ICAC solicitation for your project area.

NOTE: Organizations found to not be solvent at the time of application or not able to demonstrate compliance may be ineligible for funding. To be considered for funding, applicants must provide a clear, compelling response to each question or prompt in the narrative/scope of service. The narrative/scope of service should be succinct, light on acronyms, and be easy to follow for a person who is not in the field of your project.

Application should be submitted through the [applicant portal in TN Grants](#). You may contact your program manager with questions about the application process. You can view resources and training on TN Grants [here](#).

Attached you will find the supplemental document for the application. Please review this in full prior to completing the narratives/scope of services and/or budgets in TN Grants.

A direct link to your solicitation can be found here: <https://tngrants.my.site.com/OCJPGrants/119cs000009ZRWP>

Please refer to the supplemental information provided by your program manager and accompanying this letter as that document which will detail any additional application requirements.

ICAC GRANT APPLICATION

Answer each of the questions on the form. Then add them to the electronic form. Do not submit until you are sure you have completed all questions and your answers have been approved. You cannot log back into the Contract once you select submit.

Supplemental Questions from the Program Manager: Copy and paste the questions that were provided in the email into the box for Questions and then provide the answer in the Response box.

Website link: <https://tngrants.my.site.com/OCJPGrants/s/>. Then select My Application

Account Name: Metropolitan Government of Nashville and Davidson County

UEI Number LGZLHP6ZHM55 Edison ID 4 Expiration Date November 3, 2026

Entity Type- County

Fiscal Year End June 30

Agency Home County- Davidson

Application Number: App-001331

Have you ever received State of Tennessee Funding? YES

Subcontractor to be used? YES

Is your Organization the Authorizing Agency, the Implementing Agency, or both for this Grant Funding Request? Implementing Agency

A. Appointed Authorized Officials

1. Authorized Official – Mayor Freddie O’Connell
 - Address: 1 Public Square, Suite 100, Nashville, TN 37201
 - Title: Mayor
 - Role Assigned: Authorizing Official
 - Email: mayor@nashville.gov
 - Phone: 615-862-6000
 - Enable Access to Portal- **Yes** or No

2. Financial Director- Samir Mehic
 - Address: 600 Murfreesboro Pike, Nashville, TN 37219
 - Title: Associate Administrator
 - Role Assigned: Financial Director
 - Email: Samir.mehic@nashville.gov
 - Phone: 615-862-7362
 - Enable Access to Portal- **Yes** or No

3. Project Director- Captain Johnnie Melzoni
 - Address: 600 Murfreesboro Pike, Suite 110, Nashville, TN 37219
 - Title: Captain
 - Role Assigned: Project Director
 - Email: johnnie.melzoni@nashville.gov
 - Phone: 615-862-7919
 - Enable Access to Portal- **Yes** or No

4. Staff- Lt. Robert Durbin
 - Address: 600 Murfreesboro Pike, Suite 110, Nashville, TN 37219
 - Title: Lieutenant
 - Role Assigned: Staff
 - Email: Robert.durbin@nashville.gov
 - Phone:615-862-7786
 - Enable Access to Portal- **Yes** or No

5. Staff- Sgt. Jeffrey Brown
 - Address: 600 Murfreesboro Pike, Suite 110, Nashville, TN 37219
 - Title: Sergeant
 - Role Assigned
 - Email: Jeffrey.brown@nashville.gov
 - Phone: 615-862-7516
 - Enable Access to Portal- **Yes** or No

6. Staff- Jamie Thompson
 - Address: 600 Murfreesboro Pike, Suite 110, Nashville, TN 37219
 - Title: Support Staff
 - Role Assigned
 - Email: Jamie.thompson@nashville.gov
 - Phone: 615-862-7452
 - Enable Access to Portal- **Yes** or No

B. Problems and Needs:

Problems for Intervention and Needs to be improved:

Problem Description: This section should include a description of the specific problem(s), target population, geographic area that the proposed project will address, and current statistics and relevant facts to substantiate the need for the proposed project.

- a. Please describe the problem(s) as specifically as possible, using current information and local data. Statewide or national data is not acceptable. TBI, local law enforcement, or some other repository of information, such as a community needs assessment, is acceptable if it is relevant to the specific community this grant is serving. Please cite the source.

ANSWER:

Davidson County and surrounding Middle Tennessee jurisdictions face a significant and growing problem with technology-facilitated crimes against children, including online sexual exploitation, child sexual abuse material (CSAM), and enticement of minors through social media and encrypted platforms. Local law enforcement, led by the **Metropolitan Nashville Police Department (MNP) Internet Crimes Against Children (ICAC) Unit**, has observed a substantial increase in both the volume and complexity of these cases over the past several years. Offenders exploit social media, messaging apps, and file-sharing platforms to groom minors, coerce sexual activity, and distribute CSAM, often coordinating through networks that span multiple counties.

In 2025, MNP ICAC detectives arrested a Davidson County resident after multiple cyber tips from the *National Center for Missing and Exploited Children (NCMEC)* revealed the distribution of child pornography via messaging apps. Another local case involved a suspect sharing more than 30 explicit child exploitation files through an online account, resulting in charges of aggravated sexual exploitation of a minor. These cases demonstrate the prevalence of technology-facilitated offenses and the need for specialized investigative and digital forensic resources.

Statewide, the Tennessee Bureau of Investigation (TBI) reports a **140% increase in child exploitation cases since 2020**, with over **22,000 active cases** currently documented. While these figures reflect all counties in Tennessee, local data indicate a growing trend within Davidson County and adjacent jurisdictions — including Williamson, Rutherford, Sumner, and Wilson counties — highlighting a regional concentration of ICAC-related offenses. MNP receives hundreds of cyber tips annually from NCMEC, many involving minors at risk of sexual exploitation or coercion, creating an urgent need for additional investigative capacity.

Multi-agency operations across Middle Tennessee, such as TBI's *Operation Protecting Tomorrow*, have identified numerous victims of online sexual exploitation and sextortion, emphasizing the cross-county nature of these crimes. These operations often require collaboration between MNP ICAC detectives, surrounding county law enforcement agencies, and federal partners to locate and recover victims, arrest offenders, and collect digital evidence for prosecution. Local casework has provided MNP with specific insights into the subculture and networks of internet predators, including the ways offenders coordinate, groom, and exploit children online.

The target population includes minors throughout Davidson County and surrounding counties, who are increasingly vulnerable to offenders leveraging social media, gaming apps, and encrypted communications. The rapid growth in cases has outpaced existing ICAC resources,

creating delays in triaging cyber tips, forensic analysis, and proactive investigations. Expanding the MNPD ICAC Task Force through this grant will allow for enhanced investigative capacity, specialized training, and greater coordination with regional partners, directly addressing a critical public safety and child protection need in Middle Tennessee.

- b. From the organization's database, please cite current demographics, service count, and other data to illustrate understanding of your agency's programs or services. Please use individuals as a method of service count, not bed nights, or the number of times a service was completed.

ANSWER:

The Metropolitan Nashville Police Department Internet Crimes Against Children (ICAC) Unit provides specialized investigative services to identify, apprehend, and prosecute individuals exploiting minors through technology in Davidson County and surrounding Middle Tennessee jurisdictions.

From January 2025 through December 2025, the MNPD ICAC Unit received 578 cyber tips and conducted investigations involving numerous individual victims. Of these, 26 cases resulted in arrests or charges, reflecting investigative outcomes across multiple communities within Davidson County.

ICAC investigations involve varying levels of victim identification. Cases involving child sexual abuse material (CSAM) often include large volumes of digital evidence depicting victims, frequently involving thousands of victims globally. Within its jurisdiction, the program estimates approximately 75 identifiable victims impacted by offenses such as online solicitation, self-produced CSAM, or sextortion, and approximately 15 victims identified in contact offense investigations.

These data points demonstrate the scope of the unit's services, including the volume of investigations conducted and its impact in identifying victims, supporting prosecutions, and addressing both online and hands-on offenses against children

- c. Provide a description of existing services outside of your organization in the service area and a description of gaps and/or barriers in services.

ANSWER:

Within Davidson County, several agencies provide critical services to support victims of child exploitation and assist law enforcement, though gaps remain that limit overall effectiveness. The **Tennessee Bureau of Investigation (TBI) ICAC Task Force** offers statewide investigative support, triages cyber tips from the *National Center for Missing and Exploited Children (NCMEC)*, and provides technical assistance for digital evidence collection. While essential, TBI's presence is primarily centralized and does not provide dedicated personnel for proactive local investigations within Davidson County.

- **NCMEC** provides cyber tip management, victim identification, and investigative guidance. **Gaps and Barriers:** They cannot deliver direct local services or victim advocacy.

- The **Center for Child & Family Health (CCFH)**, the county's primary Child Advocacy Center, provides forensic interviews, counseling, victim advocacy, and referrals. **Gaps and Barriers:** The growing volume of online exploitation cases can exceed their capacity, leaving some minors without timely access to these services.
- **Safe Haven Family Shelter** and local non-profits such as **Teen Challenge** provide counseling, advocacy, mentoring, and prevention education. **Gaps and Barriers:** Many lack personnel trained specifically in ICAC-related crimes, and program availability is inconsistent.
- **Davidson County Schools** offer limited online safety education programs. **Gaps and Barriers:** The coverage is uneven across the district and does not provide direct support to victims.

These gaps result in delays for victims receiving counseling and advocacy services, limited local investigative resources for proactive ICAC operations, and inconsistent prevention programming.

The MNPD ICAC Unit, with grant support, is positioned to address these gaps by expanding investigative capacity, providing regional training and collaboration, and ensuring timely, coordinated services to minors affected by technology-facilitated exploitation in Davidson County.

- d. Will these funds remove/decrease these gaps and/or barriers? Please cite current data (from this organization and/or other relevant sources), including geographic, economic, social, etc.

ANSWER:

Yes, these funds will directly reduce identified gaps and barriers by increasing the operational capacity of the Special Victims Division (SVD) ICAC unit, improving investigative efficiency, and enhancing the ability to respond to the growing volume and complexity of child exploitation cases.

Current data reflects a significant increase in ICAC-related investigations. The Tennessee Bureau of Investigation (TBI) has reported over 22,000 active child exploitation cases statewide, and this trend is reflected locally through rising CyberTip line reports, search warrants, and digital forensic demands. Davidson County's large, highly connected population increases exposure to online exploitation, while encrypted platforms and evolving technology continue to create investigative challenges. These factors contribute to increased caseloads, delays in evidence processing, and resource limitations.

Grant funding will directly address these gaps by:

- Expanding the unit's ability to manage high-volume CyberTip line reports
- Enhancing digital forensic capabilities and reducing processing delays
- Providing specialized equipment to support investigations and field operations
- Improving efficiency in victim identification and offender prosecution

- e. Please list the specific counties this program will serve and how each county will be served. Please include whether or not there is staff or a physical facility dedicated solely to that county.

ANSWER:

This program will primarily serve the Metro Nashville/Davidson County community, with additional surrounding counties to be determined through subgrantee partnerships, pending final review and selection of participating agencies.

The program currently supports four subgrantee counties; however, efforts are underway to reevaluate and replace these subgrantees to provide other counties the opportunity to participate in the ICAC program. This approach is intended to expand knowledge, strengthen investigative capabilities, and support the growth of ICAC efforts in jurisdictions that may not currently have access to these resources.

The Metro Nashville Police Department's Special Victims Division (SVD) ICAC unit maintains dedicated personnel, resources, and investigative support for ICAC cases.

Additional counties will be supported through a collaborative task force approach, including investigative assistance, training, and access to ICAC resources. While these counties may not have dedicated ICAC personnel or facilities, they will receive direct support from the Metro Nashville Police Department's ICAC unit.

Final selection of subgrantee counties, along with the level of staffing or dedicated resources within each jurisdiction, will be determined during the review process to ensure the program best serves the needs of the community.

- f. What are the specific needs that should be addressed in order for this project to solve the above problem(s)? How will serving individuals' needs be addressed with these funds?

ANSWER:

The primary needs that must be addressed to effectively respond to the growing volume and complexity of ICAC cases include:

1. **Personnel Capacity:** Additional staff or specialized assignments are needed to manage high caseloads, respond to CyberTip line reports, and reduce investigation backlogs.
2. **Digital Forensic Resources:** Advanced equipment, software, and training are required to process digital evidence from multiple devices, cloud platforms, and encrypted communications.
3. **Field and Surveillance Support:** Updated investigative tools, including surveillance and rangefinder equipment, are needed to safely and effectively conduct operations.
4. **Training and Technical Assistance:** Continuous training ensures personnel are equipped to handle evolving online threats and to identify and protect victims efficiently.

Serving individuals' needs with these funds: These funds will expand investigative and technical capacity, allowing the SVD ICAC unit to respond more quickly to reports, recover victims, and hold offenders accountable. Resources will be allocated for digital evidence processing, field operations, and training, including support for subgrantee counties, ensuring timely intervention and more effective investigations across the region.

Supplemental Questions:

Explain how any position(s) sponsored under this grant will be utilized to coordinate, maintain, and oversee operations for the Tennessee Statewide Automated Victim Information Notification System.

ANSWER:

The position(s) funded under this grant will support the Internet Crimes Against Children (ICAC) Unit within the Special Victims Division by coordinating, maintaining, and overseeing agency participation in the Tennessee Statewide Automated Victim Information Notification System (SAVIN). Personnel will ensure timely and accurate entry and maintenance of offender and custody status information related to ICAC investigations, supporting reliable notification services for victims and guardians in child exploitation cases.

Responsibilities include verifying data integrity in coordination with investigators and records personnel, monitoring SAVIN activity for ICAC-related cases, and serving as the unit's point of contact for system issues, updates, and compliance requirements. The position will assist in resolving notification discrepancies and coordinating with statewide SAVIN administrators to ensure adherence to all TBI regulations and victim notification standards.

Additionally, the position will support ICAC personnel by reinforcing proper documentation and data entry practices that directly impact SAVIN accuracy. These efforts ensure consistent, compliant victim notification processes while enhancing accountability and supporting the protection of vulnerable victims involved in ICAC investigations.

C. Project Purpose

*This section should include the goal(s) and objectives of the project. **Some of your goals may have been provided by OCJP staff to support your application.***

NOTE: Please add any goals/objectives provided by OCJP staff in this section in addition to your own.

This section should describe in specific detail the planned activities, major interventions, or program elements designed to accomplish the goals of the project. Each objective should have at least one activity. For projects requesting multi-year funding, describe and delineate how activities may change over the period of the grant, if at all.

The purpose of this project is to sustain and enhance the Metropolitan Nashville Police Department's Internet Crimes Against Children (ICAC) Task Force by strengthening its ability to identify, investigate, and support the prosecution of individuals who exploit children through technology. The project focuses on improving investigative capacity, operational efficiency, and responsiveness to the continually evolving digital methods used by offenders.

A key component of this effort is ongoing collaboration with local, state, and federal partners, including the Tennessee Bureau of Investigation and federal law enforcement agencies. These partnerships support case coordination, de-confliction, information sharing, and the advancement of investigative techniques, ensuring a unified and effective response to child exploitation. The project also supports community outreach and education to increase awareness and prevention of online exploitation. Grant funding will be used to support personnel, equipment, and specialized training, including digital forensic tools and technology necessary to investigate complex cases. These resources are essential to maintaining an effective, proactive response and ensuring the continued protection of children.

1. New Goals

Goals – *Goals should be broad but measurable statements about what the project intends to accomplish. Goals should flow directly from the statement of needs and align with the organization's mission.*

ANSWER:

Supplemental Questions:

Goal 1: Expand statewide resources to combat online child exploitation in Tennessee.

Impact Duration: Short Term **Date Expected to Accomplish:** June 30, 2029

Benefits Expected:

Expanding statewide resources will enhance our ICAC unit's ability to identify, investigate, and prosecute offenders while providing critical support to victims. Increased access to specialized personnel, digital forensic tools, and investigative technology will strengthen our response to the growing volume and complexity of ICAC cases. This investment improves our capacity to support partner and affiliate agencies, particularly in rural and underserved areas that rely on ICAC resources for complex investigations. Enhanced capabilities will lead to more efficient case processing, improved evidence handling, and higher case clearance rates.

Additionally, expanding resources supports stronger collaboration with local, state, and federal partners, resulting in more coordinated investigations, increased offender accountability, and improved victim identification and recovery efforts.

Overall, this goal ensures our ICAC unit and partner agencies are equipped with the tools, training, and support necessary to effectively combat online child exploitation across Tennessee.

Objective 1.1: Detect and identify offenders engaged in child exploitation.

Date Expected to Accomplish: June 30, 2029 **Impact Duration:** Short

Description:

The ICAC unit will increase the identification of individuals engaged in online child exploitation by utilizing proactive investigative techniques, digital forensic analysis, and coordinated intelligence-sharing with partner agencies, resulting in a measurable increase in offenders detected and cases initiated during the project period.

Activity 1.1.1: Monitor and investigate cyber tips, online reports, and public complaints for evidence of child pornography and enticement.

Position of Person: ICAC Detectives

Description:

ICAC Detectives will conduct proactive undercover investigations across online platforms, chat rooms, and social media to identify individuals attempting to exploit minors. These operations include engaging with suspects, documenting evidence, and coordinating with partner agencies to support offender identification and case development.

Activity 1.1.2: Conduct proactive undercover operations in online platforms, chat rooms, and social media.

Position of Person: ICAC Detectives

Description:

ICAC Detectives will conduct proactive undercover investigations across online platforms, chat rooms, and social media to identify individuals attempting to exploit minors. These operations include engaging with suspects, documenting evidence, and coordinating with partner agencies to support offender identification and case development.

Activity 1.1.3: Partner with internet service providers, social media companies, and other technology platforms to identify suspects and preserve digital evidence.

Position of Person: ICAC Detectives

Description:

ICAC Detectives will coordinate with internet service providers, social media companies, and other technology platforms to obtain subscriber information, preserve digital evidence, and support the identification of suspects. This collaboration ensures timely evidence collection and strengthens investigative outcomes in ICAC-related cases.

Objective 1.2: Strengthen investigative capacity and evidence collection.

Date Expected to Accomplish: June 30, 2029 **Impact Duration:** Medium

Description:

The ICAC unit will strengthen investigative capacity and evidence collection by enhancing staff skills, access to digital forensic tools, and procedural protocols, resulting in measurable improvements in evidence preservation, analysis, and case development during the grant period.

Activity 1.2.1: Utilize advanced forensic tools and software to recover and analyze digital media from seized devices.

Position of Person: ICAC Detectives

Description:

ICAC Detectives will use specialized forensic software and tools to extract, preserve, and analyze digital media from seized devices. This ensures evidence is handled according to legal and forensic standards and supports accurate, actionable findings for ongoing investigations.

Activity 1.2.2: Assign ICAC-trained investigators to handle complex or high-priority cases.

Position of Person: ICAC Detectives and Supervisors

Description:

Senior ICAC Detectives and Supervisors will be assigned to investigate complex or high-priority cases, applying specialized ICAC training and experience. This ensures thorough case development, proper evidence handling, and coordination with partner agencies to support successful offender identification and prosecution.

Activity 1.2.3: Maintain specialized equipment and secure facilities for the processing and storage of digital evidence.

Position of Person: ICAC Detectives

Description:

All ICAC Detectives will continue to ensure all digital forensic equipment is operational and secure and verify that storage facilities meet standards for evidence preservation and chain of custody compliance.

Objective 1.3: Support prosecution and victim protection efforts.

Date Expected to Accomplish: June 30, 2029 **Impact Duration:** Short

Description:

The ICAC unit will support prosecution and victim protection efforts by providing timely investigative findings, digital evidence, and case documentation to prosecutors, while coordinating with partner agencies to ensure victim safety and support throughout the investigative process.

Activity 1.3.1: Collaborate with prosecutors early in investigations to align evidence collection with legal requirements.

Position of Person: ICAC Detectives

Description:

ICAC Detectives will coordinate with prosecutors at the outset of investigations to ensure evidence collection meets legal and procedural standards. This collaboration supports case development, strengthens prosecutorial outcomes, and ensures that all investigative steps align with requirements for admissible evidence.

Activity 1.3.2: Provide expert testimony and detailed investigative reports for court proceedings.

Position of Person: ICAC Detectives

Description:

ICAC Detectives will prepare detailed investigative reports and provide expert testimony in court to explain digital evidence and investigative findings. This ensures that evidence is accurately presented, supports successful prosecution, and helps protect the rights and safety of victims.

Activity 1.3.3: Coordinate with victim service organizations to ensure that identified victims receive appropriate support and protection.

Position of Person: ICAC Detectives

Description:

ICAC Detectives will work with victim service organizations to connect identified victims with counseling, advocacy, and protective services. This coordination ensures victims receive timely support, safety measures, and resources throughout the investigative and prosecutorial process.

Goal 2: Support and train law enforcement agencies on forensics and national protocols.

Impact Duration: Long **Date Expected to Accomplish:** June 30, 2029

Benefits Expected:

Supporting and training law enforcement agencies on forensics and national protocols strengthens the statewide capacity to investigate and prosecute online child exploitation. By providing standardized training on digital evidence collection, analysis, and ICAC investigative

procedures, partner agencies can handle cases more effectively and in compliance with legal and forensic standards.

This goal promotes consistency across jurisdictions, improves the quality and reliability of evidence, and enhances coordination between ICAC units and local, state, and federal partners. Ultimately, it ensures that all agencies are better equipped to identify offenders, protect victims, and support successful prosecutions.

Objective 2.1: Expand participation in the regional ICAC network.

Date Expected to Accomplish: June 30, 2029 **Impact Duration:** Medium

Description:

The ICAC unit will expand participation in the regional ICAC network by engaging additional law enforcement agencies, providing access to training, and sharing investigative resources, resulting in measurable increases in agency participation and collaboration during the grant period.

Activity 2.1.1: Conduct outreach to law enforcement agencies within the region to recruit new partners into the ICAC program.

Position of Person: ICAC Lieutenant

Description:

The ICAC Lieutenant will engage regional law enforcement agencies through direct communication, presentations, and informational materials to recruit new partners into the ICAC program. This outreach ensures agencies understand ICAC protocols, access to training, and investigative resources, fostering collaboration and expanding the network of participating law enforcement partners.

Activity 2.1.2: Develop onboarding materials and orientation sessions for new agencies to familiarize them with the ICAC mission, procedures, and protocols.

Position of Person: ICAC Sergeant and Lieutenant

Description:

The ICAC Sergeant and Lieutenant will create standardized onboarding materials and conduct orientation sessions for newly participating agencies. This ensures that all partners understand the ICAC mission, investigative procedures, and national protocols, enabling consistent and effective participation in ICAC investigations.

Activity 2.1.3: Maintain an updated directory of participating agencies and points of contact to facilitate coordination.

Position of Person: ICAC Lieutenant

Description:

Personnel will regularly update and maintain a directory of all participating agencies and their points of contact. This ensures efficient communication, coordination, and collaboration across the regional ICAC network, supporting timely information sharing and joint investigative efforts.

Objective 2.2: Enhance investigative and forensic capabilities of partner agencies.

Date Expected to Accomplish: June 30, 2029 **Impact Duration:** Medium

Description:

The ICAC unit will enhance the investigative and forensic capabilities of partner agencies by providing training, technical assistance, and access to specialized tools and protocols, resulting in measurable improvements in evidence handling, case development, and investigative outcomes.

Activity 2.2.1: Deliver quarterly training sessions on digital evidence collection, forensic computer analysis, and emerging technology threats.

Position of Person: ICAC Lieutenant, Sergeant, and Detectives

Description:

ICAC personnel will conduct structured training sessions for partner agencies covering best practices in digital evidence collection, forensic computer analysis, and emerging online threats. These sessions enhance investigative and forensic skills, ensure compliance with ICAC protocols, and improve partner agencies' ability to support complex child exploitation investigations.

Activity 2.2.2: Provide access to specialized forensic tools, software, and laboratory resources for participating agencies.

Position of Person: ICAC Lieutenant

Description:

The ICAC Lieutenant will assist agencies with obtaining access to specialized forensic tools, software, and laboratory resources to support evidence collection, analysis, and case development. This ensures consistent application of ICAC protocols, enhances investigative capabilities, and improves the quality and reliability of evidence across participating agencies.

Activity 2.2.3: Establish a regional forensic support team to assist agencies with complex or resource-intensive cases.

Position of Person: ICAC Lieutenant and Sergeant

Description:

The ICAC Lieutenant and Sergeant will form a regional forensic support team to provide expertise and assistance on complex or resource-intensive cases. The team will help partner agencies with digital evidence analysis, case consultation, and investigative support, ensuring consistent application of ICAC protocols and improving investigative outcomes across the region.

Objective 2.3: Ensure adherence to national ICAC protocols and investigative standards.

Date Expected to Accomplish: June 30, 2029

Impact Duration: Medium

Description:

The ICAC unit will ensure adherence to national ICAC protocols and investigative standards by providing guidance, oversight, and training to partner agencies, resulting in measurable improvements in compliance, evidence handling, and investigative consistency.

Activity 2.3.1: Conduct periodic case audits to verify compliance with U.S. Department of Justice ICAC guidelines.

Position of Person: ICAC Lieutenant and Sergeant

Description:

The ICAC Lieutenant and Sergeant will perform regular audits of active and closed cases to ensure partner agencies are following U.S. Department of Justice ICAC guidelines. This process verifies proper evidence handling, adherence to investigative protocols, and compliance with national standards, supporting consistent and high-quality investigations across the network.

Activity 2.3.2: Offer refresher training on national investigative protocols and evidence handling requirements.

Position of Person: ICAC Lieutenant and Sergeant

Description:

The Lieutenant and Sergeant will provide refresher training sessions to partner agencies covering national investigative protocols and proper evidence handling. These sessions reinforce compliance with ICAC standards, ensure investigative consistency, and enhance the ability of agencies to effectively manage digital evidence and complex child exploitation cases.

Activity 2.3.3: Distribute updates and bulletins on changes to ICAC standards, laws, and best practices to all partner agencies.

Position of Person: ICAC Lieutenant

Description:

The ICAC Lieutenant will create and distribute regular bulletins and updates to partner agencies detailing changes to ICAC standards, relevant laws, and best practices. This ensures all agencies remain informed, maintain compliance with national protocols, and consistently apply current investigative procedures in their ICAC-related cases.

Goal 3: Serve as a liaison uniting local, state, national, and international agencies.

Impact Duration: Long **Date Expected to Accomplish:** June 30, 2029

Benefits Expected:

The ICAC unit will coordinate with law enforcement agencies at all levels to facilitate information sharing, joint investigations, and collaborative responses to online child exploitation, strengthening multi-jurisdictional efforts and improving investigative outcomes.

Objective 3.1: Strengthen interagency communication and information sharing.

Date Expected to Accomplish: June 30, 2029 **Impact Duration:** Long

Description:

The ICAC unit will strengthen interagency communication and information sharing by establishing regular communication channels, sharing investigative intelligence, and coordinating case information with local, state, national, and international partners. This will result in measurable improvements in collaboration, timeliness of information exchange, and joint investigative outcomes.

Activity 3.1.1: Establish secure, real-time communication channels for sharing intelligence and case information among partner agencies.

Position of Person: ICAC Lieutenant, Sergeant, and Detectives

Description:

ICAC personnel will implement and maintain secure communication systems to enable real-time sharing of intelligence and case information with partner agencies. This ensures timely coordination, enhances multi-jurisdictional investigations, and supports rapid responses to emerging online child exploitation threats.

Activity 3.1.2: Maintain an up-to-date contact network of law enforcement and prosecution partners.

Position of Person: ICAC Lieutenant, Sergeant, and Detectives

Description:

The ICAC personnel will regularly update and maintain a network of contacts across law enforcement and prosecutorial agencies. This ensures effective communication, facilitates

collaboration on investigations, and strengthens partnerships for coordinated responses to online child exploitation cases.

Activity 3.1.3: Develop standardized protocols for the exchange of investigative data in compliance with legal and privacy requirements.

Position of Person: ICAC Lieutenant

Description:

The ICAC Lieutenant will create and implement standardized procedures for sharing investigative data among partner agencies while ensuring compliance with legal, privacy, and ICAC standards. This ensures secure, consistent, and lawful information exchange, supporting coordinated investigations and protecting sensitive data

Objective 3.2: Facilitate coordinated, multi-jurisdictional investigations.

Date Expected to Accomplish: June 30, 2029 **Impact Duration:** Long

Description:

The ICAC unit will facilitate coordinated, multi-jurisdictional investigations by providing leadership, case coordination, and investigative support to local, state, national, and international partners. This will result in more efficient case development, improved offender identification, and successful prosecution across jurisdictions.

Activity 3.2.1: Organize regular case coordination meetings involving investigators and prosecutors from multiple jurisdictions.

Position of Person: ICAC Sergeant

Description:

The ICAC Sergeant will schedule and facilitate coordination meetings with investigators and prosecutors from multiple jurisdictions to review case progress, share intelligence, and align investigative strategies. These meetings ensure consistent communication, improve multi-jurisdictional collaboration, and enhance investigative and prosecutorial outcomes.

Activity 3.2.2: Create joint investigative task forces for complex or cross-border ICAC cases.

Position of Person: ICAC Detectives

Description:

ICAC Detectives will form joint investigative task forces to handle complex or cross-border cases involving online child exploitation. These task forces will coordinate resources, share intelligence, and conduct collaborative investigations to ensure comprehensive case development and successful prosecution across jurisdictions.

Activity 3.2.3: Share specialized forensic and technical resources to support investigations led by partner agencies.

Position of Person: ICAC Lieutenant, Sergeant, and Detectives

Description:

All ICAC personnel will provide partner agencies with access to specialized forensic tools, software, and technical expertise to support their investigations. This ensures proper evidence collection, analysis, and case development, and strengthens multi-jurisdictional collaboration in ICAC-related cases.

Objective 3.3: Promote collaborative training and professional development.

Date Expected to Accomplish: June 30, 2029 **Impact Duration:** Long

Description:

The ICAC unit will promote collaborative training and professional development by organizing joint training programs, workshops, and knowledge-sharing sessions with partner agencies. This will result in improved skills, standardized procedures, and enhanced investigative and forensic capabilities across jurisdictions.

Activity 3.3.1: Host annual conferences and workshops with participation from all levels of law enforcement and prosecution partners.

Position of Person: ICAC Lieutenant and Sergeant

Description:

The ICAC Lieutenant and Sergeant will organize and conduct annual conferences and workshops that include local, state, national, and international law enforcement and prosecution partners. These events provide training, facilitate knowledge sharing, and promote professional development, enhancing investigative and forensic capabilities across participating agencies.

Activity 3.3.2: Develop training modules on ICAC investigative best practices and legal considerations for multi-jurisdiction cases.

Position of Person: ICAC Lieutenant

Description:

The ICAC Lieutenant will create structured training modules covering ICAC investigative best practices and legal considerations for multi-jurisdictional cases. These modules ensure partner agencies receive consistent, standardized instruction that enhances compliance with ICAC protocols and improves the quality and effectiveness of joint investigations.

Activity 3.3.3: Facilitate cross-agency mentorship opportunities for investigators and prosecutors.

Position of Person: ICAC Lieutenant, Sergeant, and Detectives

Description:

The ICAC Lieutenant and Sergeant will establish and coordinate mentorship programs pairing experienced investigators and prosecutors with personnel from partner agencies. This initiative promotes professional development, knowledge sharing, and standardized investigative practices, enhancing multi-jurisdictional collaboration and case outcomes.

Goal 4: Improve ICAC case management and data tracking efficiency.

Impact Duration: Short **Date Expected to Accomplish:** June 30, 2029

Benefits Expected:

Improving ICAC case management and data tracking will streamline the monitoring of active and closed cases, reduce administrative delays, and ensure accurate, consistent, and legally defensible documentation. Enhanced efficiency allows personnel to focus more on investigations and victim support while providing reliable case information to partner agencies. Improved reporting and data tracking also support oversight, performance evaluation, and compliance with ICAC program and grant requirements, strengthening overall investigative effectiveness.

Objective 4.1: Implement a unified digital case tracking system for ICAC case tracking and access.

Date Expected to Accomplish: June 30, 2029 **Impact Duration:** Short

Description:

The ICAC unit will implement a unified digital case tracking system to centralize ICAC case information and provide authorized personnel with secure, real-time access. This will result in measurable improvements in case organization, evidence management, and information accessibility across the ICAC program.

Activity 4.1.1: Maintain a secure case management database to track tips, evidence, and outcomes.

Position of Person: ICAC Detectives

Description:

ICAC Detectives will manage and maintain a secure case management database to record cyber tips, digital evidence, and case outcomes. This ensures accurate tracking, supports timely investigative actions, and provides reliable information for reporting, oversight, and interagency coordination.

Objective 4.2: Reduce the backlog of ICAC cases by 30% within the grant period.

Date Expected to Accomplish: June 30, 2029 **Impact Duration:** Short

Description:

The ICAC unit will continue to maintain the timely processing of all incoming cases to prevent a backlog. Currently, the unit does not have a backlog, as cases are worked as they are received. This proactive approach ensures investigative timeliness, case clearance, and victim response. Detectives will continue to strive to keep backlog cases at a minimum throughout the grant period.

Activity 4.2.1: Retain agency personnel and/or specialized analysts to prioritize and triage incoming cyber tips.

Position of Person: ICAC Lieutenant and Sergeant

Description:

ICAC personnel will be retained to prioritize and triage incoming cyber tips, ensuring that all cases are assessed promptly and assigned for investigation based on urgency and complexity. This process supports timely case handling, prevents backlog, and maintains the efficiency and responsiveness of the ICAC unit.

Objective 4.3: Increase cyber tips processed within 72 hours from 60% to 85%.

Date Expected to Accomplish: June 30, 2029 **Impact Duration:** Short

Description:

The ICAC unit will increase the percentage of cyber tips processed within 72 hours from 60% to 85% by prioritizing tip intake, streamlining workflows, and assigning dedicated personnel. This will result in faster case assessment, improved investigative timeliness, and enhanced victim protection.

Activity 4.3.1: Provide training for investigators and analysts on new data management and triage protocols.

Position of Person: ICAC Lieutenant and Sergeant

Date of Completion: June 30, 2029 **Frequency:** As Needed

Description:

The ICAC Lieutenant and Sergeant will conduct training sessions for investigators and analysts on updated data management and triage protocols. This ensures personnel can efficiently assess

incoming cyber tips, prioritize cases, and maintain timely investigative responses, supporting the goal of increasing tips processed within 72 hours.

Goal 5: Enhance Victim Support and Case Follow-Up

Impact Duration: Long **Date Expected to Accomplish:** June 30, 2029

Benefits Expected:

Enhancing victim support and case follow-up ensures that victims receive consistent, timely, and trauma-informed assistance throughout ICAC investigations. This approach improves victim cooperation, strengthens evidence collection, and increases the likelihood of successful prosecutions. Centralized tracking and clear referral protocols create consistency in services, preventing victims from falling through the cracks. Training investigators in trauma-informed practices reduces re-traumatization and fosters positive interactions, while partnerships with advocacy and social service organizations streamline support and coordination. Overall, this goal strengthens community trust in ICAC and demonstrates a commitment to victim-centered investigative practices.

Objective 5.1: Collaborate with social services and advocacy groups for victim support

Date Expected to Accomplish: June 30, 2029 **Impact Duration:** Short

Description:

Ensure each victim has access to specialized services, including counseling, introducing victim advocate programs and guidance, and safety planning.

Activity 5.1.1: Conduct initial and ongoing victim follow-up throughout the life of the case, providing updates, support, and resources when appropriate.

Position of Person: ICAC Detectives

Date of Completion: June 30, 2029 **Frequency:** Daily

Description:

ICAC Detectives will ensure victims are contacted following the initial report and receive ongoing, consistent follow-up throughout the investigation. This includes providing case updates when appropriate, connecting victims to advocacy and support services, addressing safety concerns, and maintaining regular communication to ensure victims remain informed, supported, and engaged in the investigative process.

Activity 5.1.2: Utilize existing community resources for victim support when needed.

Position of Person: ICAC Detectives

Date of Completion: June 30, 2029 **Frequency:** As Needed

Description:

Provide victims with contact information for established community-based organizations and services when appropriate, without requiring formal coordination or follow-up by ICAC personnel.

Objective 5.2: Train investigators on trauma-informed interviewing and case management

Date Expected to Accomplish: June 30, 2029 **Impact Duration:** Long

Description:

Equip investigators with skills to communicate with victims sensitively and effectively, improving victim cooperation and case outcomes. Providing training focused on trauma-informed interviewing techniques to improve interactions with victims, enhance communication, and support effective evidence collection.

Activity 5.2.1: Provide trauma-informed interview training to ICAC investigators.

Position of Person: ICAC Lieutenant and Sergeant

Date of Completion: June 30, 2029 **Frequency:** Yearly

Description:

Ensure investigators complete training focused on trauma-informed interviewing techniques to improve interactions with victims, enhance communication, and support effective evidence collection.

Activity 5.2.2: Incorporate trauma-informed practices into daily investigative procedures.

Position of Person: ICAC Detectives

Date of Completion: June 30, 2029 **Frequency:** Daily

Description:

Apply trauma-informed principles during victim interactions, including minimizing re-traumatization, using appropriate communication techniques, and considering victim well-being throughout the investigative process.

Activity 5.2.3: Utilize available external training resources and partner agencies.

Position of Person: ICAC Detectives

Date of Completion: June 30, 2029 **Frequency:** Ongoing

Description:

Participate in training opportunities offered by partner agencies, professional organizations, or online platforms to stay current on trauma-informed practices and case management strategies.

D. Inputs:

Once the project has been logically planned, please identify the resources necessary to carry out that plan. This section should describe the resources the project requires to conduct its activities and to achieve its goals and objectives.

1. Describe the project's use of evidence-based practices. Please describe these practices and how we can verify they are evidence-based.

ANSWER:

Use of Evidence-Based Practices:

The project relies on practices established by the ICAC Task Force Program and other recognized law enforcement standards for investigating online child exploitation. These include:

- Structured Digital Forensics Protocols: Using validated tools and procedures for extracting, preserving, and analyzing digital evidence.

- Victim-Centered Investigation Methods: Strategies that prioritize safety, minimize trauma, and ensure proper support services are provided.
- CyberTip line Triage and Prioritization: Standardized methods for assessing online exploitation reports and allocating investigative resources efficiently.

Verification of Evidence-Based Practices:

These practices are verified through ICAC program guidelines, TBI recommendations, and federal law enforcement standards, including procedures documented in ICAC training manuals and validated through case outcomes, audits, and federal grant reporting requirements. Peer-reviewed research and outcome reports from the National Center for Missing & Exploited Children (NCMEC) and the Office of Juvenile Justice and Delinquency Prevention (OJJDP) further support the effectiveness of these methods.

2. Does your project provide direct services to clients? If so, please detail how your organization will create awareness of the services that this project will provide.

Answer:

Yes, the project provides direct services to clients. Awareness of these services is generated through multiple established channels, including the receipt of cyber tips submitted to the National Center for Missing and Exploited Children, referrals from local, state, and federal law enforcement agencies, and reports from schools, community organizations, and the public.

Additional awareness is created through community outreach efforts, including internet safety presentations, training initiatives, and public education campaigns focused on the prevention of online child exploitation. These efforts encourage reporting, increase community knowledge of available resources, and ensure that victims and caregivers are aware of law enforcement support and services.

3. Sustainability plan: Describe how the organization will plan to sustain this project in the future if funding decreases or is discontinued. Be specific in identifying additional funding sources and strategies to support the program long-term.

ANSWER:

The Metro Nashville Police Department's SVD ICAC unit is committed to sustaining the program long-term, even if grant funding decreases or is discontinued. Sustainability strategies include:

- Diversified Funding Sources: The unit will seek additional federal, state, and local grants, including future ICAC continuation grants and TBI support programs. Opportunities for partnerships with community organizations, foundations, and private sector technology donors will also be pursued.
- Cross-Jurisdictional Collaboration: By maintaining and strengthening subgrantee partnerships, the unit ensures shared resources, expertise, and training across counties, reducing reliance on a single funding source while maintaining program capacity.

- **Internal Resource Allocation:** The Metro Nashville Police Department will prioritize allocating internal personnel and operational resources to ICAC activities, ensuring critical investigative and forensic functions continue.
- **Efficiency and Evidence-Based Practices:** The program will continue implementing evidence-based investigative and digital forensic protocols, maximizing efficiency, improving outcomes, and demonstrating value to funders and stakeholders.

Through these strategies, the program will maintain its investigative capacity, protect victims, and expand regional ICAC capabilities, ensuring long-term sustainability and continued compliance with program standards.

4. **Budget Information:** Provide a list of every item listed in the proposed budget and the estimated cost. Then provide a 1 - 2 sentence summary that specifies how the item is relevant to the project and how/where it would be used.

ANSWER:

All items purchased will directly support the ICAC program's investigative and operational capacity. Personnel, digital forensic tools, and field equipment enable timely, safe, and effective case investigations, while training ensures staff and subgrantees maintain current expertise in evidence-based ICAC practices.

- **Personnel – ICAC Investigators:** Staff assigned to investigate online child exploitation cases, manage CyberTip line reports, and coordinate with subgrantee counties.
Salaries-
- **Training & Professional Development:** Provides investigators and subgrantees with updated ICAC protocols, victim-centered approaches, and digital investigative techniques.
Training – List with cost
- **Computer Equipment:** Digital Forensic Analysts, software, mobile devices, and storage hardware used to collect, process, and securely store digital evidence to support ICAC investigations and prosecution.
Equipment Cost projected:
- **Supplies:** Covers additional operational needs, including evidence storage, case documentation, and office supplies.
Supplies estimated cost:

Supplemental Questions: N/A

E. Outputs

Outputs are the number of people reached, number of services rendered, trainings provided, items provided, etc., that an organization accomplishes through the activities described above and utilizing the inputs to which the organization has access.

Please add any output that applies to the proposed project and any outputs provided by OCJP Staff in this section and insert a projection of the total output generated by the organization's project (for one year). OCJP requires that the output attributed to the project be based upon OCJP-funded staff/services only, not for the entire organization.

ANSWER:

Supplemental Questions:

Cyber Tips Received- 620
% Cyber Tips Processed Within 72-Hours- 90
New Investigations Initiated- 400
Referrals Made to Partner Agencies- 15
Arrests Made- 25
Forensic Examinations Conducted- 90
Search Warrants Executed- 140
Personnel Trained- 550
Training Conducted- 14

F. Outcomes

INTENDED OUTCOMES (Results)

Outcomes describe the difference the project will make for its participants and/or the community as a whole. Short-term outcomes typically represent changes in knowledge, attitudes, or awareness. The outcomes for a project should be measurable based upon a set of defined criteria. Project outcomes should be tied back to the goals and objectives. Outcomes answer, “What impact will the project make on its target population?”

ANSWER:

OUTCOMES:

1. ICAC affiliates trained to prevent, interdict & investigate child internet crimes.

This outcome will increase the knowledge, skills, and investigative capabilities of ICAC affiliates through targeted training focused on the prevention, interdiction, and investigation of internet crimes against children. As a result, participating agencies will be better equipped to identify offenders, conduct effective investigations, and respond to emerging threats promptly. This enhanced capacity will lead to improved case development, stronger evidence collection, and increased collaboration across jurisdictions, ultimately contributing to the protection of children and the reduction of online exploitation within the community.

GOAL: Support and train law enforcement agencies on forensics and national protocols.

Description:

This goal focuses on increasing the statewide capacity of ICAC affiliates by providing specialized training and resources. By equipping affiliates with the skills and knowledge to prevent, interdict, and investigate online child exploitation, the project ensures that all participating agencies can respond effectively to emerging threats and coordinate investigations across jurisdictions. This strengthens the overall ability of the state to combat child internet crimes.

2. Guarantee statewide access to experts investigating child exploitation.

This outcome ensures that all regions of the state have access to ICAC experts, providing consistent, specialized support for investigations of child exploitation. By guaranteeing statewide expert availability, local law enforcement agencies can more effectively address complex cases, benefit from guidance on investigative best practices, and improve evidence collection and case outcomes. This increased access strengthens the overall response to child exploitation, promotes uniform investigative standards across jurisdictions, and enhances coordination between local, state, and federal partners.

GOAL: Expand statewide resources to combat online child exploitation in Tennessee.

Description:

This goal ensures that all law enforcement agencies across the state have access to ICAC experts for guidance and technical support. By establishing statewide expert availability, local agencies can enhance their investigative capabilities, apply best practices, and improve case quality, resulting in more effective interventions and better protection for children in every region.

3. Maintain steady investigations: tips, exams, warrants & prosecutions.

This outcome supports the consistent progression of ICAC investigations by ensuring timely management of tips, forensic examinations, warrants, and prosecutions. By maintaining a steady investigative workflow, the unit can respond promptly to new leads, prioritize cases effectively, and coordinate with prosecutors to advance cases to court. This approach improves case resolution rates, strengthens evidence handling, and enhances the overall effectiveness and credibility of ICAC operations, ultimately contributing to the protection of children and the successful disruption of online exploitation networks.

GOAL: Improve ICAC case management and data tracking efficiency.

Description:

This goal focuses on strengthening ICAC's internal workflows, case management, and data tracking processes. By improving the efficiency of handling tips, forensic examinations, warrants, and prosecutions, the project ensures that investigations progress consistently, cases are prioritized appropriately, and evidence is properly documented, leading to higher case resolution rates and successful prosecutions.

4. Increase presence: identify suspects & protect victims effectively.

This outcome focuses on expanding ICAC's operational presence to proactively identify potential offenders and enhance victim protection. By increasing visibility and engagement in investigations, the unit can respond more effectively to emerging threats, apprehend suspects in a prompt manner, and provide direct safeguards for victims. Strengthening the ICAC presence improves investigative efficiency, fosters community confidence, and contributes to the prevention of child exploitation, ensuring that both offenders are held accountable and vulnerable children receive necessary protection and support.

GOAL: Enhance Victim Support and Case Follow-Up

Description:

This goal emphasizes proactive victim-centered practices to ensure safety and support throughout the investigative process. By integrating victim follow-up and protective measures

into ICAC operations, investigators can respond effectively to threats, monitor risk, and provide guidance to victims, which enhances their protection, increases cooperation, and improves overall case outcomes.

G. Collaboration Activities

Collaboration is a mutually beneficial and well-defined relationship entered into by two or more organizations to achieve results that they are more likely to achieve together than alone. Collaboration should include the ongoing working relationship of organizations and individuals. All applicants are strongly encouraged to engage in ongoing, meaningful collaboration with other organizations to achieve similar goals.

1. Please list the agencies your agency will collaborate with on this project and provide details on how your agency collaborates. Do NOT simply provide a list of agencies without an explanation for how your agencies support each other.

ANSWER:

The Metro Nashville Police Department's Special Victims Division (SVD) ICAC unit maintains active, ongoing collaborations with multiple local, state, and federal agencies to enhance investigative capacity, share expertise, and protect child victims. Collaborating agencies include:

- **Tennessee Bureau of Investigation (TBI):** Provides guidance, oversight, and access to statewide ICAC resources; coordinates multi-jurisdictional investigations and ensures compliance with state and federal protocols.
- **National Center for Missing & Exploited Children (NCMEC):** Supports the triage of CyberTip line reports, offers training, and assists in victim identification and recovery.
- **Local District Attorneys' Offices:** Coordinate prosecution of offenders, review evidence, and ensure cases meet legal standards for timely filing.
- **Subgrantee County Agencies:** Specific participating counties will be determined at a later date. Selected counties will receive investigative support, training, and technical assistance from the SVD ICAC unit, allowing regional coverage and improved response to online child exploitation.
- **Federal Agencies (FBI, DHS, U.S. Secret Service, etc.):** Collaborate on complex cases involving interstate or international components, sharing intelligence, forensic expertise, and investigative support.

Collaboration Details:

The Metro Police Department ICAC program collaborates with partner agencies through regular meetings, joint investigations, shared case management systems, coordinated training, and ongoing technical assistance. Each partnership leverages the expertise and resources of all parties, ensuring investigations are thorough, timely, and victim-centered. These collaborations enable more effective identification of offenders, recovery of victims, and prosecution of online child exploitation cases than any single agency could accomplish alone. The ICAC unit will continue to expand collaborations with law enforcement agencies, non-law enforcement organizations, and educational institutions, in part by providing a portion of funding to support other law enforcement agencies through sub-contracted partnerships.

Sub-Contracted Funding:

As part of this grant, the MNPICAC program will partner with other law enforcement agencies by selecting four sub-grantee participants to support investigative and training efforts related to Internet crimes against children. The purpose of providing sub-contracted funding is to foster new partnerships, strengthen existing collaborations, and assist agencies that investigate these crimes or provide specialized training.

At this time, the four sub-grantee agencies for this grant year have not yet been selected. Selection will occur at a later date, following careful planning and a review process to identify agencies that will benefit most from collaboration with the ICAC program. These agencies will be positioned to begin working more efficiently and productively on ICAC cases, with guidance, resources, and support designed to strengthen investigative capacity and enhance case outcomes.

Supplemental Questions:

1. Add any additional collaboration activities your agency plans to implement during the grant period.

Answer:

In addition to ongoing efforts, the ICAC unit will implement targeted collaboration activities with local, state, and federal partners to strengthen investigative coordination, enhance information sharing, and improve victim protection throughout the grant period.

1. **Interagency Case Review Meetings** – Conduct regular meetings with partner agencies to review active ICAC cases, share intelligence, and coordinate investigative efforts.
2. **Joint Training Sessions** – Offer combined training on emerging online child exploitation trends, digital forensics, and trauma-informed victim practices to ensure consistent investigative practices across agencies.
3. **Standardized Evidence and Case Protocols** – Collaborate with partner agencies to create consistent procedures for digital evidence submission, case documentation, and tip reporting, streamlining multi-agency investigations.
4. **Designated Points of Contact** – Establish liaisons at partner agencies to provide rapid consultation, technical guidance, and victim support coordination.

o Enter 'N/A' for any unused boxes.

H. Data Collection

OCJP expects that data be shared with project leadership and ultimately organizational leadership on a regular basis for project evaluation and enhancement

1. What database or system of collection will be utilized to collect information?

Answer:

The Metropolitan Nashville Police Department utilizes secure internal databases and case management systems to collect, store, and manage information related to ICAC investigations. These systems support the documentation of investigative activities, tracking case progress, and compilation of relevant data for reporting and analysis, while ensuring the security and integrity of sensitive information.

2. Who will collect the data and ensure that it is accurate?

Answer:

Data will be collected and maintained by ICAC Detectives, with oversight provided by the ICAC Sergeant, who will review and audit the information to ensure accuracy, completeness, and consistency in reporting.

3. How will grant-funded activities be documented?

Answer:

All grant-funded activities will be systematically documented and tracked to ensure accuracy, accountability, and transparency. ICAC personnel will record relevant information in MNPDP's secure internal databases, capturing activity details, outcomes, and resource utilization. This documentation will then be compiled and submitted through established reporting channels to the Tennessee Office of Criminal Justice Programs, ensuring compliance with grant requirements and enabling accurate evaluation of program impact.

4. Describe how the organization will use the data collected to evaluate the goals of the project and the work performed, and plan accordingly.

Answer:

The organization will use the data collected to evaluate progress toward each goal by comparing measurable results against the defined objectives and intended outcomes. For example, training attendance records, case follow-up documentation, investigative activity logs, and interagency collaboration reports will be reviewed to determine whether ICAC personnel are applying skills effectively, maintaining steady investigations, and supporting victims appropriately. Regular analysis of this data will identify trends, gaps, or areas needing improvement, allowing the organization to adjust strategies, allocate resources efficiently, and enhance operational effectiveness. This evidence-based approach ensures that project activities are aligned with goals, promotes accountability, and maximizes the impact of ICAC efforts on the protection of children and the disruption of online exploitation.

5. Does the organization have policies and procedures regarding sharing data/information?

Answer:

The Metropolitan Nashville Police Department's Special Victims Division, which includes the ICAC Investigations Team, maintains division-specific Standard Operating Procedures (SOPs) that provide clear guidance for the collection, management, and sharing of data and information related to ICAC grant-funded activities. These policies ensure that information is shared appropriately, securely, and in compliance with all applicable laws and regulations.

Supplemental Questions: N/A

I. Project Summary

Applicants must provide a project summary that includes the applicant's name, title of project, the goal(s) of the project, type of programs to be implemented, a brief description of strategies to be used, major deliverables, and coordination plans. The project summary must not exceed one-half page, or 200-300 words. This section helps the federal/state funder understand the project.

ANSWER:

The Metropolitan Nashville Police Department (MNP) Internet Crimes Against Children (ICAC) Unit utilizes Tennessee grant funding to enhance investigative capacity and victim services for minors exploited through technology throughout Davidson County and to assist other surrounding law enforcement agencies. The project's primary goal is to identify, apprehend, and support the prosecution of individuals engaging in online child exploitation, while providing protection and assistance to affected children.

The project implements specialized investigative programs, including intake and analysis of cyber tips, digital forensic examinations, victim identification, and targeted interventions for cases involving online solicitation, self-produced child sexual abuse material, sextortion, and contact offenses. Strategies include systematic case documentation, secure management of digital evidence, structured investigative workflows, and ongoing professional training to ensure ICAC personnel remain current on investigative techniques and emerging threats.

Key project outputs include the investigation and resolution of cyber tips, arrest and prosecution of offenders, identification of victims, and comprehensive reporting on investigative outcomes. Data collection, monitoring, and reporting are maintained through MNP's secure internal databases, ensuring accuracy, accountability, and compliance with grant requirements. Community outreach and education initiatives further raise awareness of online child exploitation, encourage reporting, and connect victims and caregivers with available resources.

Coordination occurs within the department through the Special Victims Division and ICAC supervisory oversight, and externally with federal and regional partners such as the National Center for Missing and Exploited Children and the Tennessee Bureau of Investigation. These partnerships enhance investigative reach, strengthen victim services, and support public education and prevention efforts.

Through these initiatives, the project ensures a comprehensive, victim-centered approach to combating online child exploitation, strengthening investigative capacity, improving community engagement, and enhancing outcomes for children and the broader community.

J. Budget and Funding

Instructions for Completing OCJP Budget

IMPORTANT NOTE: First, select the budget year you want to edit and click Proceed to Fill Out/Edit the Budget. Be sure to add all line items you plan to include in your proposal.

To save your work and move to the next fiscal year, you must scroll to the bottom of each budget page and click the Save and Enter button. If this button is not selected, your budget information will not be saved. Please note that the Save and Next button only advances you to the next application section—it does not save individual budget line items.

Finally, be sure to complete the Other Funds section, which is located directly below the budget.

Quick Tips for Completing a Project Budget

- Link to the OCJP Grants Manual: <https://tn.gov/ocjp>
- Only whole numbers can be used on the budget sheets, no cents
- All budgeted line items must be reasonable, necessary, and allocable directly to the project
- Check the fund source restrictions on line items (See Solicitation Package, OCJP Grants Manual, and fund source guidance as referenced in the OCJP Grants Manual)
- Compare the budget with the unallowable costs for your specific grant in the OCJP Grants Manual and appropriate fund source guidance as referenced in the OCJP Grants Manual.
- Each fiscal year project budget consists of two components: the Summary Budget Amounts and Line-Item total for each line item, and the Budget Narrative for each line item, where narrative detail is required.
- Ensure all shared costs are appropriately prorated across all fund sources. Cost Allocation Plans must be submitted reflecting how costs are prorated.

For Budget Examples, please see the Budget instructions

Standard Message: This Application currently has no Budgets associated with it. Please choose below how you would like to create the Budgets for this Application.

Choosing "Fill out and Clone a Single Budget" will require you to fill out the year 1 Budget for this Application. It will then automatically generate the following year's budgets with details based on the year 1 Budget. You will still be able to edit all of the created Budgets prior to finishing this process.

Fill out and Clone a Single Budget

- Budget Year Start Date
- Budget Year-End Date

State Funds Granted \$720,000.000 over 3 years for \$240,000.00 per year

The term for your project is: July 1, 2026 – June 30, 2029.

ANSWERS:

Budget Years:

2026-2027 Start Date : July 1, 2026 End Date: June 30, 2027

2027-2028 Start Date: July 1, 2027 End Date: June 30, 2028

2028-2029 Start Date: July 1, 2028 End Date: June 30, 2029

1. Manually fill out all budgets

Select the budget years- Proceed to fill out the budget- All budget years are the same.

Salaries- Total \$178,700

- **Position:** Detective
- **Salary/Benefits:** \$89,700.00
- **Estimated Percentage of Time:** 100%
- **Amount Requested:** \$89,700.00

- **Position:** Overtime
- **Salary/Benefits:** \$ \$89,000.00
- **Estimated Percentage of Time:** 100%
- **Amount Requested:** \$89,000.00

Professional Fee, Grant & Award – Total \$40,000

Details: 1st Sub-grantee (To be determined later)

- **Justification:**
The MNPD ICAC Unit will provide \$10,000 sub-grants to each of four partner agencies to support ICAC-related investigative and training activities. Funds will be used for office supplies, computers, and digital equipment for secure case documentation and analysis, and specialized training to maintain current investigative skills. These sub-grants expand partner agencies' ability to locate and prosecute offenders, provide knowledge of ICAC structure and investigative practices, strengthen regional collaboration, enhance investigative capacity, and support improved identification, protection, and outcomes for child victims of online exploitation.

- **Amount:** \$10,000.00

- **Details:** 2nd Sub-grantee (To be determined later)

- **Justification:**
The MNPD ICAC Unit will provide \$10,000 sub-grants to each of four partner agencies to support ICAC-related investigative and training activities. Funds will be used for office supplies, computers, and digital equipment for secure case documentation and analysis, and specialized training to maintain current investigative skills. These sub-grants expand partner agencies' ability to locate and prosecute offenders, provide knowledge of ICAC structure and investigative practices, strengthen regional collaboration, enhance investigative capacity, and support improved identification, protection, and outcomes for child victims of online exploitation.

- **Amount:** \$10,000.00

- **Details:** 3rd Sub-grantee (To be determined later)

- **Justification:**
The MNPD ICAC Unit will provide \$10,000 sub-grants to each of four partner agencies to support ICAC-related investigative and training activities. Funds will be used for office supplies, computers, and digital equipment for secure case documentation and analysis, and specialized training to maintain current investigative skills. These sub-grants expand partner agencies' ability to locate and prosecute offenders, provide knowledge of ICAC structure and investigative practices, strengthen regional collaboration, enhance investigative capacity, and support improved identification, protection, and outcomes for child victims of online exploitation.

- **Amount:** \$10,000.00

- **Details:** 4th Sub-grantee (To be determined later)

- **Justification:**

The MNPD ICAC Unit will provide \$10,000 sub-grants to each of four partner agencies to support ICAC-related investigative and training activities. Funds will be used for office supplies, computers, and digital equipment for secure case documentation and analysis, and specialized training to maintain current investigative skills. These sub-grants expand partner agencies' ability to locate and prosecute offenders, provide knowledge of ICAC structure and investigative practices, strengthen regional collaboration, enhance investigative capacity, and support improved identification, protection, and outcomes for child victims of online exploitation.

- **Amount:** \$10,000.00

Supplies \$11,200.00

1. General Office Supplies

- **Justification:**
Essential for day-to-day operations, including documentation, communication, and administrative support.
- **Amount:** \$ 4,000.00

2. Binders and Folders

- **Justification:**
Used to organize and track case files for the DA's office, ensuring documentation integrity, easy access, and efficient case management.
- **Amount:** \$1,500.00

3. External and Internal Hard Drives

- **Justification:**
Used to securely save digital files for investigative and prosecutorial purposes.
- **Amount:** \$1,700.00

4. Police Supplies

- **Justification:**
Includes essential equipment and materials used to conduct investigations, execute search warrants, and gather evidence, ensuring thorough and effective case development.
- **Amount:** \$4,000.00

Travel, Conferences & Meetings \$ 10,100.00

- **Details:** National Criminal Justice ICAC Conference – (5 people)
- **Justification:**
Attendance provides specialized training on Internet Crimes Against Children, offering advanced investigative techniques, legal updates, and opportunities to collaborate with other agencies nationwide.
- **Amount:** \$2,100.00

- **Details:** TN State ICAC Training Conference (Knoxville) (4 people)
- **Justification:**
Participation ensures training on state-specific protocols, investigative best practices, and networking with regional law enforcement to strengthen local investigative capacity.
- **Amount:** \$8,000.00

Interest- NA

- **Amount:** 0.00

Insurance- NA

- **Details:**
- **Justification:**
- **Amount: 0.00**

Specific Assistance to Individuals: N/A

- **Details:**
- **Justification:**
- **Amount: 0.00**

Depreciation- N/A

- **Justification**
- **Amount: 0.00**

Capital Purchase- Anything over \$10,00 per item.

- **Details:**
- **Justification:**
- **Amount:**

Indirect Costs- N/A

- **Details:**
- **Justification:**
- **Amount:**

In-kind Expense- N/A

- **Details:**
- **Justification:**
- **Amount:**

Other Funds Table Instructions: - No other funds are utilized.

Upload Files

1. Please select the appropriate fund source for your application. This selection is critical and should be based on the funding source identified in the Solicitation document. If you do not see your fund source listed below, please select 'State Funding'.
Answer: State Funding
2. Upload and Sign the State Funded Certificates- Justification on letterhead for why it is not included
3. Upload and Sign the Body Armor Certification if your agency will be purchasing body armor with your project.
4. Please Provide your Agency Organizational Chart
5. Attach Letters of Support or MOUs
6. Please upload any other required documents here.
 - a. Detective Job Description

Justification for Missing documents:

Justification for Missing State Funded Certification Pack

The State-funded Certification Pack has been submitted to the grant coordinator responsible for processing and submitting documents to the mayor and/or Metro Legal. This document is currently awaiting review and signature by the authorized official and the legal department. Once the signed and approved document is received, it will be submitted immediately to ensure compliance with grant requirements. This process ensures that all necessary approvals are properly obtained before submission, maintaining the integrity and accuracy of the documentation.

Justification for Missing – Body Armor Statement:

The Body Armor Statement has been submitted to the grant coordinator responsible for processing and submitting documents to the mayor and/or Metro Legal. This document is currently awaiting review and signature by the authorized official and the legal department. Once the signed and approved document is received, it will be submitted immediately to ensure compliance with grant requirements. This process ensures that all necessary approvals are properly obtained before submission, maintaining the integrity and accuracy of the documentation.

Justification for Memorandum of Understanding (MOU):

The Metro Nashville Police Department (MNPd) ICAC Unit selects four subgrantee agencies each year to participate in the ICAC program. These subgrantees play a critical role in supporting investigative and training efforts related to Internet Crimes Against Children. Their participation provides several key benefits, including enhanced investigative capacity, access to specialized training, improved interagency collaboration, and increased efficiency in identifying, apprehending, and prosecuting offenders.

Currently, MNPd has four subgrantee agencies that have been long-standing partners for the past five years. While their contributions have been invaluable, the ICAC program seeks to rotate subgrantee participation to provide other police department agencies with the opportunity to engage in this program. Expanding subgrantee participation not only broadens the reach and impact of the ICAC program but also strengthens statewide capacity to combat online child exploitation. By involving additional agencies, the program ensures that more personnel gain hands-on experience, access to resources, and specialized training, ultimately enhancing the effectiveness and productivity of the program as a whole.

Subgrantee agencies for the upcoming grant period will be determined at a later date. Once selected, a Memorandum of Understanding (MOU) for each subgrantee will be submitted for approval, and all associated documentation will be provided to ensure full compliance with grant requirements and program policies. This process maintains transparency, accountability, and adherence to established procedures while ensuring that all participating agencies are properly authorized and equipped to contribute to the ICAC program's objectives.

Job Description:

Position Description:

The Internet Crimes Against Children Unit investigates tips and complaints of online child exploitation. These investigations involve the possession, distribution, and production of Child Sexual Abuse Material (CSAM). Detectives routinely view graphic sexual content involving children during these investigations. Detectives assigned to the unit are often asked to speak/present information related to the Internet Crimes Against Children Unit to citizen groups, schools, other agencies, etc. Members of the Internet Crimes Against Children Unit also work very closely with other Law Enforcement Agencies, local, state, federal, the Davidson County District Attorney's Office, and the United States Attorney's Office, etc.

Organizational Chart:



Captain Johnnie Melzoni

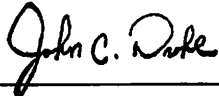
- Lieutenant Robert Durbin
- Sergeant Jeffrey Brown
- Detective Michael Adkins
- Detective Kevin Wiles
- Detective Chase Harriman
- Detective Jonathan Sharp

Attestation- To be completed after review


I verify that I am in compliance with all pre-award requirements outlined in the OCJP Manual and corresponding Solicitation.

**APPLICATION SIGNATURE PAGE
FOR
APPLICATION FOR 2026 Middle Tennessee ICAC Grant**

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY



Director
Department of **Police Department**



Date