

## Standard Applicant Information

### Project Information

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**Project Title**

Reno Municipal Court' Specialty Courts, including Co-Occurring Disorders, Drug/DWI hybrid, and Veterans Treatment tracks.

**Proposed Project Start Date**

10/1/23

**Proposed Project End Date**

9/30/27

**Federal Estimated Funding (Federal Share)**

249511.0

**Applicant Estimated Funding (Non-Federal Share)**

85453.0

**Program Income Estimated Funding**

0.0

**Total Estimated Funding**

334964.0

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

No items

### Type Of Applicant

**Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

**Type of Applicant 2: Select Applicant Type:**

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**Type of Applicant 3: Select Applicant Type:**

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**Other (specify):**

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### Application Submitter Contact Information

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**Application POC Prefix Name**

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**Application POC First Name**

James

**Application POC Middle Name**

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**Application POC Last Name**

Popovich

**Application POC Suffix Name**

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**Organizational Affiliation**

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**Title**

Court Program Manager

**Email ID**

popovichj@reno.gov

**Phone Number**

775-326-6682

**Fax Number**

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ORINumber

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### Executive Order and Delinquent Debt Information

Is Application Subject to Review by State Under Executive Order 12372? \*

c. Program is not covered by E.O. 12372.

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Is the Applicant Delinquent on Federal Debt?

No

### SF424 Attachments (4)



**Name**

[manifest.txt](#)

**Date Added**

4/11/23



**Name**

[Form SF424 4 0-V4.0.pdf](#)

**Date Added**

4/11/23



**Name**

[Form SFLLL 2 0-V2.0.pdf](#)

**Date Added**

4/11/23



**Name**

[GrantApplication.xml](#)

**Date Added**

4/11/23

### Authorized Representative

#### Authorized Representative Information

**Prefix Name**

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**First Name Middle Name Last Name Suffix Name**

james --- popovich ---

**Title**

Court Program Manager

### Verify Legal Name, Doing Business As, and Legal Address

**Legal Name**

EMM MUNICIPAL COURT

**Doing Business As**

**RENO MUNICIPAL COURT**

**UEI**

**N8H2CNKCAW75**

**Legal Address**

**Street 1**

P O BOX 1900

**Street 2**

**City**

RENO

**State**

NV

**Zip/Postal Code**

89505

**Congressional District**

02

**Country**

USA

**Certification**

The legal name + Doing Business As (DBA) and legal address define a unique entity in the system as represented in its entity profile. The profile legal name and address is applicable to ALL applications and awards associated to this fiscal agent.

1. If this information is correct confirm/acknowledge to continue with completion of this application.

**I confirm this is the correct entity.**

**Signer Name**

james popovich

**Certification Date / Time**

04/18/2023 08:39 PM

2. If the information displayed does not accurately represent the legal entity applying for federal assistance:

- a. Contact your Entity Administrator.
- b. Contact the System for Award Management (SAM.gov) to update the entity legal name/address.

3. If the above information is not the entity for which this application is being submitted, Withdraw/Delete this application. Please initiate a new application in Grants.gov with using the correct UEI/SAM profile.

**Proposal Abstract**

**PROJECT ABSTRACT**

**RENO MUNICIPAL COURT**

Under the BJA FY 2023 Adult Treatment Court Site-Based Grant (Grant.gov Opportunity No. O-BJA-2023-171509), participants engaged in the Reno Municipal Court's specialty courts will receive comprehensive wrap-around services to assist them in achieving long term abstinence from substance use and to help them learn to manage their mental health. These services will treat needs across the entire spectrum of psychosocial conditions that are crucial for long-term success and rehabilitation in accordance with the Risk-Need-Responsivity (RNR) Model.

This will be accomplished by expanding the existing drug courts where participants will engage in treatment and rehabilitation that is specific to the level of need determined through a comprehensive evaluation. Funding will allow the Court to scale up the court programs' capacity; provide access to or enhance treatment capacity; and improve the quality and/or intensity of services.

The target populations to receive services under this grant are criminal offenders who have been diagnosed with a substance use and/or mental health disorder and whose criminal behavior is catalyzed by one or both of those disorders. Participants served will be those engaged in the Co-Occurring Disorders and

Drug/DWI hybrid tracks.

Reno Municipal Court is located in the City of Reno, Nevada, which is the largest city in northern Nevada and home to over 264,000 residents. Reno is also the third largest city in the state of Nevada. These grant funds will be used to provide services to 90 specialty court participants each year of the grant period, which includes expanding services to an additional 30 participants each year.

There are six primary goals of this project: (1) increase the number of participants served; (2) expand the services provided by the Clinical Director; (3) enhance the quality and intensity of treatment services; (4) provide transitional housing and residential treatment; (5) offer more drug testing; and (6) offer more training on best practice standards and evidence-based practices to team members.

## Proposal Narrative

	<b>Name</b> <a href="#">Section D Data Collection and Reports.pdf</a>	<b>Category</b> Proposal Narrative	<b>Created by</b> james popovich	<b>Date Added</b> 04/18/2023	
	<b>Name</b> <a href="#">BJA Grant Project Narrative\$2c 2023.pdf</a>	<b>Category</b> Proposal Narrative	<b>Created by</b> james popovich	<b>Date Added</b> 04/18/2023	

## Goals, Objectives, Deliverables, and Timeline

### Goal Statement

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Objective	Fiscal Year	Quarter
No items		

Deliverable	Fiscal Year	Quarter
No items		

## Budget and Associated Documentation

### Budget Summary

### Budget / Financial Attachments

#### Pre-Agreement Cost

No documents have been uploaded for Pre-Agreement Cost

#### Indirect Cost Rate Agreement

No documents have been uploaded for Indirect Cost Rate Agreement

#### Consultant Rate Justification

No documents have been uploaded for Consultant Rate Justification

### Employee Compensation Waiver

No documents have been uploaded for Employee Compensation Waiver

### Financial Management Questionnaire (Including applicant disclosure of high-risk status)

	Name	Category	Created by	Date Added
	<a href="#">FinancialMgtQuestionnaire.pdf</a>	Financial Management and System of Internal Controls Questionnaire (including applicant disclosure of high-risk status)	Nicko Taylor	09/18/2023

### Disclosure of Process Related to Executive Compensation

No documents have been uploaded for Disclosure of Process Related to Executive Compensation

### Additional Attachments

	Name	Category	Created by	Date Added	
	<a href="#">Fiscal MOU Letter.pdf</a>	Budget Other	james popovich	04/18/2023	

## Budget and Associated Documentation

	Year 1	Total
Personnel	\$54,047	\$54,047
Fringe Benefits	\$31,406	\$31,406
Travel	\$7,332	\$7,332
Equipment	\$0	\$0
Supplies	\$1,070	\$1,070
Construction	\$0	\$0
SubAwards	\$0	\$0
Procurement Contracts	\$143,960	\$143,960
Other Costs	\$97,149	\$97,149
Total Direct Costs	\$334,964	\$334,964
Indirect Costs	\$0	\$0
<b>Total Project Costs</b>	\$334,964	\$334,964
<b>Federal</b>	\$249,511	\$249,511
<b>Non-Federal</b>	\$85,453	\$85,453

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### Budget Totals

	Total	Percentage
<b>Total Project Cost</b>	\$334,964	
<b>Federal Funds</b>	\$249,511	74.49%
<b>Non-Federal Amount</b>	\$85,453	25.51%
Match Amount	\$85,453	25.51%
Program Income	\$0	0.00%

**Please note:** After completing this budget detail summary, please confirm that the following final values entered in this section are identical to those entered in the corresponding estimated cost section of the Standard Applicant Information.

Specifically, the following must be equivalent. If they are not, you will not be able to submit this application until they are updated to be equivalent.

Standard Applicant Information	Equals	Budget Summary
Total Estimated Funding	=	Total Project Costs
Federal Estimated Funding (federal share)	=	Federal Funds
Applicant Estimated Funding (non-federal share)	=	Match Amount
Program Income Estimated Funding	=	Program Income Amount

DOES THIS BUDGET CONTAIN CONFERENCE COSTS WHICH IS DEFINED BROADLY TO INCLUDE MEETINGS, RETREATS, SEMINARS, SYMPOSIA, AND TRAINING ACTIVITIES? No

**Personnel**

**Instructions**

List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. In the narrative section, please provide a specific description of the responsibilities and duties for each position, and explain how the responsibilities and duties support the project goals and objectives outlined in your application.

**Year 1**

<b>Year 1</b>						
<b>Personnel Detail</b>						
Name	Position	Salary	Rate	Time Worked	Percentage of Time (%)	Total Cost
Joel Harley	Marshal	\$89,835.00	Y	100.00	0.30%	\$26,950.50
Diana Flores	Specialty Court Case Manager	\$77,418.00	Y	100.00	0.35%	\$27,096.30
<b>Personnel Total Cost</b>		<b>\$54,047</b>				
		<b>Total Non-Federal Amt (Match or Prog Inc)</b>		<b>\$54,047</b>		
					<b>Total Federal Amount</b>	<b>\$0</b>
<b>Additional Narrative</b>						
<p>The in-kind match is the salary of the Specialty Court Case Manager at .35% of her time. The Specialty Court Case Manager will be assigned to provide inclusive, comprehensive case management providing access to a continuum of alcohol, drug, and other related treatment, rehabilitation, and support services to create an effective and goal-oriented case plan. The in-kind match is the salary of the Supervising Marshal at 30% of his time. The Supervising Marshal will provide intensive supervision to participants and is part of the multidisciplinary team of professionals promoting recovery and stability, with the goal of increasing compliance with court-ordered conditions and to reduce recidivism.</p>						

**Fringe Benefits**

**Instructions**

Fringe benefits should be based on the actual known costs or an approved negotiated rate by a Federal Agency. If not based on an approved negotiated rate, list the composition of the fringe benefit package. Fringe benefits are for the personnel listed in Personnel budget category listed and only for the percentage of time devoted to the project. In the narrative section, please provide a specific description for each item

**Year 1**

**Fringe Benefit Detail**

Name	Base	Rate (%)	Total Cost
Joel Harley	\$59,905.00	30%	\$17,971.50
Diana Flores	\$38,383.00	35%	\$13,434.05
<b>Fringe Benefits Total Cost</b>	\$31,406		
<b>Total Non-Federal Amt (Match or Prog Inc)</b>		\$31,406	
<b>Total Federal Amount</b>			\$0

**Additional Narrative**

The in-kind fringe benefits budgeted are for the Specialty Court Case Manager and Marshal. The Case Manager's fringe benefits are based on 35% of her annual amounts. The annual amounts are: long term disability (\$185), basic life insurance (\$250), FICA/Medicare (\$1,120), Public Employee Retirement Services (PERS) (\$22,986), deferred compensation (\$3,863), and group health insurance (\$9,979). The Marshal's fringe benefits are based on 30% of his annual amounts. The annual amounts are: long term disability (\$216), basic life insurance (\$294), FICA/Medicare (\$1,317), Public Employee Retirement Services (PERS) (\$39,974), deferred compensation (\$4,543), and group health insurance (\$13,561).

**Travel**

**Instructions**

Itemize travel expenses of staff personnel (e.g. staff to training, field interviews, advisory group meeting, etc.). Describe the purpose of each travel expenditure in reference to the project objectives. Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved. Identify the location of travel, if known; or if unknown, indicate "location to be determined." Indicate whether applicant's formal written travel policy or the Federal Travel Regulations are followed. Note: Travel expenses for consultants should be included in the "Consultant Travel" data fields under the "Subawards (Subgrants)/Procurement Contracts" category. For each Purpose Area applied for, the budget should include the estimated cost for travel and accommodations for two staff to attend two three-day long meetings, with one in Washington D.C. and one in their region, with the exception of Purpose Area 1, which should budget for one meeting in Washington D.C. and Purpose Areas 6 and 7, which should budget for 3 meetings within a 3 year period, with 2 in Washington D.C. and 1 within their region. All requested information must be included in the budget detail worksheet and budget narrative.

**Year 1**

**Travel Detail**

Purpose of Travel	Location	Type of Expense	Basis	Cost	Quantity	# Of Staff	# Of Trips	Total Cost	Non-Federal Contribution	Federal Request
NADCP 2024 Conference	Anaheim, CA	Transportation	Round-Trip	\$700.00	1.00	4.00	1.00	\$2,800.00		\$2,800.00
NADCP 2024 Conference	Anaheim, CA	Meals	Day	\$333.00	1.00	4.00	1.00	\$1,332.00		\$1,332.00
NADCP 2024 Conference	Anaheim, CA	Lodging	Night	\$200.00	4.00	4.00	1.00	\$3,200.00		\$3,200.00

<b>Travel Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$7,332	\$0	\$7,332

**Additional Narrative**

Travel expenses include the costs associated with sending four (4) team members to one BJA sponsored training. The award budget is based on anticipated costs for four (4) team members once per year and includes: airfare (\$700 per person x 4), lodging (\$200 per person per night x 4), and per

diems (\$74 per person per day x 4.5).

## Equipment

### Instructions

List non-expendable items that are to be purchased (Note: Organization's own capitalization policy for classification of equipment should be used). Expendable items should be included in the "Supplies" category. Applications should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technological advances. Rented or leased equipment costs should be listed in the "Contracts" data fields under the "Sub awards" (Sub grants)/Procurement Contracts" category. In the budget narrative, explain how the equipment is necessary for the success. In the budget narrative, explain how the equipment is necessary for the success of the project, and describe the procurement method to be used. All requested information must be included in the budget detail worksheet and budget narrative.

### Year 1

#### Equipment Detail

Equipment Item	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
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No items

<b>Equipment Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$0	\$0	\$0

## Supply Items

### Instructions

List items by type (office supplies, postage, training materials, copy paper, and expendable equipment items costing less than \$5,000, such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project. All requested information must be included in the budget detail worksheet and budget narrative.

### Year 1

#### Supply Item Detail

Purpose of Supply Items	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
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Operating Costs	1.00	\$350.00	\$350.00		\$350.00
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Printer Cartridges	3.00	\$240.00	\$720.00		\$720.00
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<b>Supplies Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$1,070	\$0	\$1,070

#### Additional Narrative

Supplies are based on anticipated operational needs for the program and the cartridges are required for the printer used by court staff for printing of all court dockets, information, certificates, fact cards, awards, data collection, and reports.

## Construction

### Instructions

As a rule, construction costs are not allowable. In some cases, minor repairs or renovations may be allowable. Consult with the DOJ grant-making component before budgeting funds in this category. In the narrative section, please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application.

Year 1						
Construction Detail						
Purpose of Construction	Description of Work	# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
No items						
<b>Construction Total Cost</b>			<b>Total Non-Federal Amt (Match or Prog Inc)</b>		<b>Total Federal Amount</b>	
\$0			\$0		\$0	

## Subawards

### Instructions

Subawards (see "Subaward" definition at 2 CFR 200.92) : Provide a description of the Federal Award activities proposed to be carried out by any subrecipient and an estimate of the cost (include the cost per subrecipient, to the extent known prior to the application submission). For each subrecipient, enter the subrecipient entity name, if known. Please indicate any subaward information included under budget category Subawards (Subgrants) Contracts by including the label "(subaward)" with each subaward category.

### Year 1

Subaward (Subgrant) Detail								
Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
No items								
<b>Subawards Total Cost</b>		<b>Total Non-Federal Amt (Match or Prog Inc)</b>			<b>Total Federal Amount</b>			
\$0		\$0			\$0			
<b>Add Consultant Travel</b>								
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**Procurement contracts (see “Contract” definition at 2 CFR 200.22):** Provide a description of the product or service to be procured by contract and an estimate of the cost. Indicate whether the applicant’s formal, written Procurement Policy or the Federal Acquisition Regulation is followed. Applicants are encouraged to promote free and open competition in awarding procurement contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold set in accordance with 41 U.S.C. 1908 (currently set at \$250,000) for prior approval. Please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application. **Consultant Fees:** For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Unless otherwise approved by the COPS Office, approved consultant rates will be based on the salary a consultant receives from his or her primary employer. Consultant fees in excess of \$650 per day require additional written justification, and must be pre-approved in writing by the COPS Office if the consultant is hired via a noncompetitive bidding process. Please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application. Please visit <https://cops.usdoj.gov/grants> for a list of allowable and unallowable costs for this program.

**Instructions**

Procurement contracts (see “Contract” definition at 2 CFR 200.1): Provide a description of the product or service to be procured by contract and an estimate of the cost. Indicate whether the applicant’s formal, written Procurement Policy or the Federal Acquisition Regulation is followed. Applicants are encouraged to promote free and open competition in awarding procurement contracts. A separate justification must be provided for noncompetitive procurements in excess of the Simplified Acquisition Threshold set in accordance with 41 U.S.C. 1908 (currently set at \$250,000).

Consultant Fees: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Written prior approval and additional justification is required for consultant fees in excess of the DOJ grant-making component's threshold for an 8-hour day.

In the narrative section, please provide a specific description for each item, and explain how the item supports the project goals and objectives outlined in your application.

**Year 1**

Procurement Contract Detail								
Description	Purpose	Consultant	Country	State/U.S. Territory	City	Total Cost	Non-Federal Contribution	Federal Request
Program Evaluator	Collect and evaluate data to ensure required program performance measures are met.	No	United States	Nevada	Reno	\$20,000.00		\$20,000.00
Outpatient Co-Occurring Enhanced Treatment Providers	Provide evidence-based treatment modalities to participants.	No	United States	Nevada	Reno	\$23,760.00		\$23,760.00
Clinical Director	Reno Municipal Court will contract for the services of an on-site Clinical Director to oversee the clinical operations through management of clinical staff and operations within the program. The Clinical Director will facilitate training in interventions geared towards supporting treatment designed to reduce	No	United States	Nevada	Reno	\$39,000.00		\$39,000.00

recidivism,  
substance use

and mental  
health disorders,  
and increase the  
participants'  
likelihood of  
successful  
rehabilitation  
through early,  
continuous, and  
intense judicial  
supervision.

Residential Treatment and Transitional Housing	Provide residential treatment and transitional housing.	No	United States	Nevada	Reno	\$51,200.00	\$51,200.00
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Outpatient Co-Occurring Enhanced Treatment Providers (Veterans Treatment Court)	Provide evidence-based treatment modalities to participants.	No	United States	Nevada	Reno	\$10,000.00	\$10,000.00
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**Do you need Consultant Travel?**

No

Procurement Cost	Total Non-Federal Amt (Match or Prog Inc)	Total Federal Amount
\$143,960	\$0	\$143,960

**Additional Narrative**

Residential Treatment and Transitional Housing - Reno Municipal Court will contract with providers for ASAM Level of Care (LOC) 3.1 and Transitional Housing for those participants requiring those levels of care. ASAM LOC 3.1 is calculated at the rate of \$3,720 per month. We estimate that 10 participants will require one month of LOC 3.1 and request \$37,200. Transitional Housing is calculated at the rate of \$700 per month. We estimate that 10 participants will require two month of Transitional Housing and will request \$14,000. Funding is being requested for Clinical Director - Reno Municipal Court will contract for the services of an on-site Clinical Director to oversee the clinical operations through management of clinical staff and operations within the program. The Clinical Director position will administer comprehensive evaluations to participants meeting initial screening criteria as having co-occurring substance use and mental health disorders. The Clinical Director will facilitate process group sessions with specialty court participants. This position will also facilitate training in interventions geared towards supporting treatment designed to reduce recidivism, substance use and mental health disorders, and increase the participants' likelihood of successful rehabilitation through early, continuous, and intense judicial supervision. Outpatient Co-Occurring Enhanced Treatment - These funds will be used to financially assist participants who need ASAM level I (up to 9 hours/week) outpatient counseling, based on their evaluations and treatment recommendations, and are uninsured or underinsured. Letters of commitment have been received from Ridge House and Inner Solutions to provide these services. It is estimated that 20% of the population (18 participants) will need this assistance for a minimum of two months each. Two months of ASAM level I outpatient treatment, consisting of one individual session per week at the rate of \$75 and one group session per week at the rate of \$35, is calculated at \$75 x 18 participants x 12 months = \$16,200 and \$35 x 18 participants x 12 months = \$7,560, for a grand total per year of \$23,760. Program Evaluator - Reno Municipal Court will contract with the University of Nevada, Reno's Center for the Application of Substance Abuse Technologies to provide an independent evaluator. The evaluator will dedicate 15% of her time to this project at the expense of \$20,000 for year one. UNR's CASAT Evaluator has extensive experience in data collection tools, data base integration, research and evaluation. She will be responsible for: tracking performance measures and measurable objectives; conducting descriptive and comparison data analysis; and updating project staff and other relevant stakeholders/partners on performance assessment data. The evaluator will also compile data for the performance assessment section of the annual report to be submitted as per BJA's requirements. This requested amount is less than 6.7% of the total grant request. The allowed amount for data collection, performance measurement, and performance assessment is 20%.

**Other Direct Costs**

**Instructions**

List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent, or provide a monthly rental cost and how many months to rent. All requested information must be included in the budget detail worksheet and budget narrative.

**Other Cost Detail**

Description	Quantity	Basis	Costs	Length of Time	Total Costs	Non-Federal Contribution	Federal Request
Survey Monkey	1.00	yearly	\$1,420.00	1.00	\$1,420.00		\$1,420.00
Drug Testing Costs (presumptive testing, SCRAM, and OSM)	1.00	yearly	\$60,000.00	1.00	\$60,000.00		\$60,000.00
ZOOM virtual meeting subscription	1.00	yearly	\$149.00	1.00	\$149.00		\$149.00
2024 NADCP CONFERENCE REGISTRATION	4.00	yearly	\$895.00	1.00	\$3,580.00		\$3,580.00
Drug Testing Costs (Veterans Treatment Court)	1.00	yearly	\$20,000.00	1.00	\$20,000.00		\$20,000.00
Medication-Assisted Treatment	1.00	yearly	\$12,000.00	1.00	\$12,000.00		\$12,000.00
<b>Other Costs Total Cost</b>			\$97,149				
<b>Total Non-Federal Amt (Match or Prog Inc)</b>			\$0				
<b>Total Federal Amount</b>					\$97,149		

**Additional Narrative**

Drug testing costs include urinalysis testing, preliminary breath testing, and other electronic alcohol monitoring. Random Urinalysis (UA) costs are \$13.00 per test, and preliminary breath testing (PBT) is \$3.00. The SCRAM (ankle bracelet) electronic monitor is \$8.00 per day, and the OSM alcohol monitor costs \$120 per month. 120 days of electronic monitoring is a program requirement for those charged with a DWI offense. Program participants are subject to random testing throughout the program's entirety. Survey Monkey is for the evaluator's use for stakeholders and participant surveys and calculated annually at the rate of \$1,420. ZOOM virtual subscription costs are calculated annually at the rate of \$149. Virtual staffings, court dockets, and other conferencing are necessary from time to time due to weather conditions or conflicts with team members' schedules. NADCP conference registration is calculated at \$895 x 4.

**Indirect Costs**

**Instructions**

Indirect costs are allowed only if: a) the applicant has a current, federally approved indirect cost rate; or b) the applicant is eligible to use and elects to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f). (See paragraph D.1.b. in Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals for a description of entities that may not elect to use the "de minimis" rate.) An applicant with a current, federally approved indirect cost rate must attach a copy of the rate approval, (a fully-executed, negotiated agreement). If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant Federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant's accounting system permits, costs may be allocated in the direct costs categories. (Applicant Indian tribal governments, in particular, should review Appendix VII to Part 200—States and Local Government and Indian Tribe Indirect Cost Proposals regarding submission and documentation of indirect cost proposals.) All requested information must be included in the budget detail worksheet and budget narrative. In order to use the "de minimis" indirect rate an applicant would need to attach written documentation to the application that advises DOJ of both the applicant's eligibility (to use the "de minimis" rate) and its election. If the applicant elects the de minimis method, costs must be consistently charged as either indirect or direct costs, but may not be double charged or inconsistently charged as both. In addition, if this method is chosen then it must be used consistently for all federal awards until such time as the applicant entity chooses to negotiate a federally approved indirect cost rate.

**Year 1**

**Indirect Cost Detail**

Description	Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request
No items					

<b>Indirect Costs Total Cost</b>	<b>Total Non-Federal Amt (Match or Prog Inc)</b>	<b>Total Federal Amount</b>
\$0		\$0

\$0

**Additional Narrative**

**Memoranda of Understanding (MOUs) and Other Supportive Documents**

**Memoranda of Understanding (MOUs) and Other Supportive Documents**

Upload

The recommended files to upload are PDF, Microsoft Word and Excel.

 Name	Category	Created by	Date Added	
<a href="#">Grant Goals\$2c 2023.pdf</a>	Memoranda of Understanding (MOUs) and Other Supportive Documents	james popovich	04/18/2023	

**Additional Application Components**

**Curriculum Vitae or Resumes**

 Name	Category	Created by	Date Added	
<a href="#">Key Personnel Resumes.pdf</a>	Curriculum Vitae or Resumes	james popovich	04/18/2023	
 <a href="#">Team Member Biographies.pdf</a>	Curriculum Vitae or Resumes	james popovich	04/18/2023	

**Tribal Authorizing Resolution**

No documents have been uploaded for Tribal Authorizing Resolution

**Research and Evaluation Independence and Integrity Statement**

No documents have been uploaded for Research and Evaluation Independence and Integrity Statement

**Additional Attachments**

 Name	Category	Created by	Date Added	
<a href="#">4-13-23 CJLS SIGNED LTR 2 POPOVICH SUPP BJA GRANT.pdf</a>	Chief Justice, State Court Administrator, or Designee Letter (recommended)	james popovich	04/18/2023	



**Name**  
[Letter of Commitment-  
 DPBH Letterhead.pdf](#)

**Category**  
 State Substance Abuse  
 Agency Director or  
 Designee Letter  
 (recommended)

**Created by**  
 james popovich

**Date Added**   
 04/18/2023



**Name**  
[Letters of Commitment\\$2c  
 BJA Grant2023.pdf](#)

**Category**  
 Additional Application  
 Components Other

**Created by**  
 james popovich

**Date Added**   
 04/18/2023

**Disclosures and Assurances**

**Disclosure of Lobbying Activities**



**Name**  
[Form SFLLL 2 0-V2.0.pdf](#)

**Category**  
 LobbyingActivitiesDisclosure

**Created by**  
 —

**Disclosure of Duplication in Cost Items**

No. [Applicant Name on SF-424] does not have (and is not proposed as a subrecipient under) any pending applications submitted within the last 12 months for federally funded grants or cooperative agreements (or for subawards under federal grants or cooperative agreements) that request funding to support the same project being proposed in this application to OJP and that would cover any identical cost items outlined in the budget submitted as part of this application.

**DOJ Certified Standard Assurances**

OMB APPROVAL NUMBER 1121-0140

EXPIRES 05/31/2019

**U.S. DEPARTMENT OF JUSTICE**

**CERTIFIED STANDARD ASSURANCES**

On behalf of the Applicant, and in support of this application for a grant or cooperative agreement, I certify under penalty of perjury to the U.S. Department of Justice ("Department"), that all of the following are true and correct:

- (1) I have the authority to make the following representations on behalf of myself and the Applicant. I understand that these representations will be relied upon as material in any Department decision to make an award to the Applicant based on its application.
- (2) I certify that the Applicant has the legal authority to apply for the federal assistance sought by the application, and that it has the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project costs) to plan, manage, and complete the project described in the application properly.
- (3) I assure that, throughout the period of performance for the award (if any) made by the Department based on the application--
  - a. the Applicant will comply with all award requirements and all federal statutes and regulations applicable to the award;

b. the Applicant will require all subrecipients to comply with all applicable award requirements and all applicable federal statutes and regulations; and

c. the Applicant will maintain safeguards to address and prevent any organizational conflict of interest, and also to prohibit employees from using their positions in any manner that poses, or appears to pose, a personal or financial conflict of interest.

(4) The Applicant understands that the federal statutes and regulations applicable to the award (if any) made by the Department based on the application specifically include statutes and regulations pertaining to civil rights and nondiscrimination, and, in addition--

- a. the Applicant understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);
- b. the Applicant understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and that the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13)), which will apply to all awards made by the Office on Violence Against Women, also may apply to an award made otherwise;
- c. the Applicant understands that it must require any subrecipient to comply with all such applicable statutes (and associated regulations); and
- d. on behalf of the Applicant, I make the specific assurances set out in 28 C.F.R. §§ 42.105 and 42.204.

(5) The Applicant also understands that (in addition to any applicable program-specific regulations and to applicable federal regulations that pertain to civil rights and nondiscrimination) the federal regulations applicable to the award (if any) made by the Department based on the application may include, but are not limited to, 2 C.F.R. Part 2800 (the DOJ "Part 200 Uniform Requirements") and 28 C.F.R. Parts 22 (confidentiality - research and statistical information), 23 (criminal intelligence systems), 38 (regarding faith-based or religious organizations participating in federal financial assistance programs), and 46 (human subjects protection).

(6) I assure that the Applicant will assist the Department as necessary (and will require subrecipients and contractors to assist as necessary) with the Department's compliance with section 106 of the National Historic Preservation Act of 1966 (54 U.S.C. § 306108), the Archeological and Historical Preservation Act of 1974 (54 U.S.C. §§ 312501-312508), and the National Environmental Policy Act of 1969 (42 U.S.C. §§ 4321-4335), and 28 C.F.R. Parts 61 (NEPA) and 63 (floodplains and wetlands).

(7) I assure that the Applicant will give the Department and the Government Accountability Office, through any authorized representative, access to, and opportunity to examine, all paper or electronic records related to the award (if any) made by the Department based on the application.

(8) If this application is for an award from the National Institute of Justice or the Bureau of Justice Statistics pursuant to which award funds may be made available (whether by the award directly or by any subaward at any tier) to an institution of higher education (as defined at 34 U.S.C. § 10251(a)(17)), I assure that, if any award funds actually are made available to such an institution, the Applicant will require that, throughout the period of performance--

- a. each such institution comply with any requirements that are imposed on it by the First Amendment to the Constitution of the United States; and
- b. subject to par. a, each such institution comply with its own representations, if any, concerning academic freedom, freedom of inquiry and debate, research independence, and research integrity, at the institution, that are included in promotional materials, in official statements, in formal policies, in applications for grants (including this award application), for accreditation, or for licensing, or in submissions relating to such grants, accreditation, or licensing, or that otherwise are made or disseminated to students, to faculty, or to the general public.

(9) I assure that, if the Applicant is a governmental entity, with respect to the award (if any) made by the Department based on the application--

- a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
- b. it will comply with requirements of 5 U.S.C. §§ 1501-1508 and 7324-7328, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

(10) If the Applicant applies for and receives an award from the Office of Community Oriented Policing Services (COPS Office), I assure that as required by 34 U.S.C. § 10382(c)(11), it will, to the extent practicable and consistent with applicable law--including, but not limited to, the Indian Self-Determination and Education Assistance Act--seek, recruit, and hire qualified members of racial and ethnic minority groups and qualified women in order to further effective law enforcement by increasing their ranks within the sworn positions, as provided under 34 U.S.C. § 10382(c)(11).

(11) If the Applicant applies for and receives a DOJ award under the STOP School Violence Act program, I assure as required by 34 U.S.C. § 10552(a)(3), that it will maintain and report such data, records, and information (programmatic and financial) as DOJ may reasonably require.

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

Please Acknowledge ★

Signed

**SignerID**

popovichj@reno.gov

**Signing Date / Time**

4/18/23 8:38 PM

## DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing

### U.S. DEPARTMENT OF JUSTICE

#### CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; DRUG-FREE WORKPLACE REQUIREMENTS; LAW ENFORCEMENT AND COMMUNITY POLICING

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

#### 1. LOBBYING

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

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If the Applicant's request for Federal funds is in excess of \$100,000, and any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal grant or cooperative agreement, the Applicant shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities" in accordance with its (and any DOJ awarding agency's) instructions; and
- (c) The Applicant shall require that the language of this certification be included in the award documents for all subgrants and procurement contracts (and their subcontracts) funded with Federal award funds and shall ensure that any certifications or lobbying disclosures required of recipients of such subgrants and procurement contracts (or their subcontractors) are made and filed in accordance with 31 U.S.C. § 1352.

#### 2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

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

- (a) is presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) has within a three-year period preceding this application been convicted of a felony criminal violation under any Federal law, or been convicted or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, tribal, or local) transaction or private agreement or transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property, making false claims, or obstruction of justice, or commission of any offense indicating a lack of business integrity or business honesty that seriously and directly affects its (or its principals') present responsibility;
- (c) is presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, tribal, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and/or
- (d) has within a three-year period preceding this application had one or more public transactions (Federal, State, tribal, or local) terminated for cause or default.

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

### 3. FEDERAL TAXES

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

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

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

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

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

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

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

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

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

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

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

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

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

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

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

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

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

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

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

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

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

### 5. LAW ENFORCEMENT AGENCY CERTIFICATION REQUIRED UNDER DEPARTMENT OF JUSTICE DISCRETIONARY GRANT PROGRAMS ("SAFE POLICING CERTIFICATION")

If this application is for a discretionary award pursuant to which award funds may be made available (whether by the award directly or by any subaward at any tier) to a State, local, college, or university law enforcement agency, the Applicant certifies that any such law enforcement agency to which funds will be made available has been certified by an approved independent credentialing body or has started the certification process. To become certified, a law enforcement agency must meet two mandatory conditions:

(a) the agency's use of force policies adhere to all applicable federal, State, and local laws; and

(b) the agency's use of force policies prohibit chokeholds except in situations where use of deadly force is allowed by law.

For detailed information on this certification requirement, see <https://cops.usdoj.gov/SafePolicingEO>.

The Applicant acknowledges that compliance with this safe policing certification requirement does not ensure compliance with federal, state, or local law, and that such certification shall not constitute a defense in any federal lawsuit. Nothing in the safe policing certification process or safe policing requirement is intended to be (or may be) used by third parties to create liability by or against the United States or any of its officials, officers, agents or employees under any federal law. Neither the safe policing certification process nor the safe policing certification requirement is intended to (or does) confer any right on any third-person or entity seeking relief against the United States or any officer or employee thereof. No person or entity is intended to be (or is) a third-party beneficiary of the safe policing certification process, or, with respect to the safe policing certification requirement, such a beneficiary for purposes of any civil, criminal, or administrative action.

### 6. COORDINATION REQUIRED UNDER PUBLIC SAFETY AND COMMUNITY POLICING PROGRAMS

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

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

Please Acknowledge \*

Certified

**SignerID**

popovichj@reno.gov

**Signing Date / Time**

4/18/23 8:39 PM

**Other Disclosures and Assurances**

No documents have been uploaded for Application Disclosure and Justification - DOJ High Risk Grantees

**Applicant Disclosure and Justification - DOJ High Risk Grantees**

No documents have been uploaded for Other Disclosures and Assurances

**Declaration and Certification to the U.S. Department of Justice as to this Application Submission**

By [taking this action], I --

1. Declare the following to the U.S. Department of Justice (DOJ), under penalty of perjury: (1) I have authority to make this declaration and certification on behalf of the applicant; (2) I have conducted or there was conducted (including by the applicant's legal counsel as appropriate, and made available to me) a diligent review of all requirements pertinent to and all matters encompassed by this declaration and certification.
2. Certify to DOJ, under penalty of perjury, on behalf of myself and the applicant, to the best of my knowledge and belief, that the following are true as of the date of this application submission: (1) I have reviewed this application and all supporting materials submitted in connection therewith (including anything submitted in support of this application by any person on behalf of the applicant before or at the time of the application submission and any materials that accompany this declaration and certification); (2) The information in this application and in all supporting materials is accurate, true, and complete information as of the date of this request; and (3) I have the authority to submit this

application on behalf of the applicant.

3. Declare the following to DOJ, under penalty of perjury, on behalf of myself and the applicant: (1) I understand that, in taking (or not taking) any action pursuant to this declaration and certification, DOJ will rely upon this declaration and certification as a material representation; and (2) I understand that any materially false, fictitious, or fraudulent information or statement in this declaration and certification (or concealment or omission of a material fact as to either) may be the subject of criminal prosecution (including under 18 U.S.C. §§ 1001 and/or 1621, and/or 34 U.S.C. §§ 10271-10273), and also may subject me and the applicant to civil penalties and administrative remedies under the federal False Claims Act (including under 31 U.S.C. §§ 3729-3730 and/or §§ 3801-3812) or otherwise.

Please Acknowledge \*

Signed

**SignerID**

popovichj@reno.gov

**Signing Date / Time**

4/18/23 8:39 PM

**Other**



**Name**  
[REll statement.pdf](#)

**Category**  
Other Attachments

**Created by**  
Nicko Taylor

**Date Added**  
09/18/2023

Certified