

**Agreement for State Financial Assistance Between
Florida Department of Law Enforcement
And
Ocala Police Department**

GRANT ADJUSTMENT NOTICE

RECIPIENT: Ocala Police Department

PROJECT TITLE: FY 21/22 FIBRS IMPLEMENTATION ASSISTANCE PROGRAM: SUPPORT FOR LOCAL LAW ENFORCEMENT AGENCIES

GRANT NUMBER: 2021-FBSFA-F2-010

ADJUSTMENT NUMBER: 3

NATURE OF ADJUSTMENT: Scope and Deliverables

TO RECIPIENT:

Pursuant to your request of May 30, 2023, the following change, amendment, or adjustment in the above grant project is approved subject to such conditions or limitations as may be set forth below.



Authorized Office
Rebecca Gardner
Senior Management Analyst Supervisor

7/24/2023

Date

“Deliverable 1 – Overtime” and “Appendix B: Budget” have been amended to include FICA and Retirement fringe benefit costs.

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Deliverable 1 - Overtime	Recipient will use funds to pay a portion of overtime and fringe benefit costs for those working in support of the FIBRS project.
Minimum Performance Criteria:	Personnel working on the project will be paid a rate consistent with the Recipient's compensation and pay policy, documented through personnel records and timesheets.
Financial Consequences:	This is a cost reimbursement deliverable. Failure to provide proper supporting documentation for overtime could result in project costs being disallowed, withholding of funds, and/or termination of the project.
Deliverable Price:	Total payments for this deliverable will be approximately \$25,671.36
Deliverable 2 - Training	Recipient will use grant funds to pay registration fees for members to attend specialized training for incident-based reporting.
Minimum Performance Criteria:	Approximately 40 personnel will complete FIBRS related training documented through attendance or certificates of completion, invoices, registration fee and payment receipts.
Financial Consequences:	This is a cost reimbursement deliverable. Failure to provide proper supporting documentation for training costs and proof of attendance result in project costs being disallowed, withholding of funds, and/or termination of the project.
Deliverable Price:	Total payments for this deliverable will be approximately \$10,000.00
Deliverable 3 - Travel	Recipient will use grant funds to pay expenses for members to travel for specialized training for incident-based reporting.
Minimum Performance Criteria:	Approximately 30 personnel will travel for FIBRS related training.
Financial Consequences:	This is a cost reimbursement deliverable. Failure to provide proper supporting documentation for travel costs could result in project costs being disallowed, withholding of funds, and/or termination of the project.
Deliverable Price:	Total payments for this deliverable will be approximately \$9,000.00

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Appendix B: Budget

The following describes the proposed budget for the project. All amounts noted in the below budget are estimates based on preliminary quotes or prior program activities. Deviations from this budget that exceed 10% of the total amount in any budget category must be approved by FDLE in writing prior to payment. Requests for amendments must be submitted to the FDLE grant manager at CJISFunding@fdle.state.fl.us.

Budget Category	Total
A. Overtime	\$25,671.36
B. Travel	\$9,000.00
C. Equipment (OCO)	\$0.00
D. Expenses (Supplies)	\$0.00
E. Contractual Services & Subcontracts	\$0.00
F. Other Costs	\$10,000.00
TOTAL	\$44,671.36

Budget Narrative:

A. Personnel (Overtime)

Funds will be used as overtime and fringe benefits (FICA and Retirement) for personnel to transition to incident-based reporting through case validation, Information Technology work needed to implement and support the FIBRS system, and to train on incident-based reporting.

- Sworn Supervisors: approximately \$51.64 per hour for 90 hours = \$4,647.60
- Non-Sworn Records Section Members: approximately \$25.53 per hour for 360 hours = \$9,190.80
- Leadership Executives: approximately \$53.94 per hour for 64 hours = \$3,452.16
- Sworn Officers: approximately \$26.19 per hour for 320 hours = \$8,380.80

B. Travel

Recipient will use grant funds for travel costs for staff members to attend FIBRS training.

- Approximately 6 trips for 5 staff members for 2 nights at \$150.00 per night = \$9,000

C. Equipment (Operating/Fixed Capital Outlay)

D. Expenses (Supplies)

E. Contractual Services & Subcontracts

F. Other Costs

Recipient will use grant funds for FIBRS training registrations such as transitioning to NIBRS, reconciling state law as with NIBRS offenses, and clearing and counting cases.

Estimated cost for registration is \$250 per person for 40 people = \$10,000