Office of Criminal Justice Assistance

2016 Law Enforcement Funding Recommendations

For the NV Commission on Off-Highway Vehicles (NCOHV)

BACKGROUND

In an effort to comply with NRS 490.069 3.b., which states 20 percent of money left in the Fund as of January 1 of each year must be used for law enforcement as recommended by the Office of Criminal Justice Assistance (OCJA), the following actions were taken by OCJA.

Notification Actions:

* Sent 36 notification letters to law enforcement agencies (LEAs) on January 15, 2016 regarding the availability of the off-highway law enforcement funding solicitation.
* OCJA provided the LEAs with an opportunity to attend application writing training in three locations throughout the state. Las Vegas, Reno and Elko. A training announcement was sent to law enforcement agencies on January 15th.
* Posted OHV Funding Application documents on OCJA website January 15th
* Sent e-mails to LEAs January 20, 2016 – included list serve e-mail addresses from the State Grants Office
* Sent OHV Commission (Commissioner McKay and Kim Miller) application documents to post on the OHV website January 20, 2016
* Notified the Sheriff & Chief’s Association of the OHV announcement on January 29, 2016
* Sent reminder post cards February 10, 2016

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| Law Enforcement Agencies sent notice of RFA: | | |
| Police Departments | County Sheriff’s Offices |  |
| Boulder City PD  Nevada State Capitol Police  Carlin PD  Duckwater Tribal PD  Elko City PD  Ely Shoshone Tribal PD  Fallon PD  Henderson PD  Lovelock PD  Las Vegas Metro PD  Mesquite PD  North Las Vegas PD  Pyramid Lake PD  Reno PD  Sparks PD  Walker River Tribal PD  Washoe Tribal PD  West Wendover PD  Winnemucca PD  Yerington PD | Carson City SO  Churchill SO  Douglas SO  Elko SO  Esmeralda SO  Eureka SO  Humboldt SO  Lander SO  Lincoln SO  Lyon Sheriff’s Office  Mineral SO  Nye SO  Pershing SO  Storey SO  Washoe SO  White Pine SO | Plus State Grants Office list serve of Public Safety Agencies. |

Law enforcement agencies with no apparent nexus to OHV enforcement were not sent notifications. This included the Airport Authorities, Court Authorities, Legislative Police, School District, University Police, NV Taxi Authority or NV Department of Motor Vehicles, etc.

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| Law Enforcement Agencies NOT sent notice of RFA, but can access website: | | |
| Airport Authorities  Attorney General’s Office  Corrections/Jail entities  Court entities  College or School PDs  State Dept. of Motor Vehicles  Gaming Control Board  Legislative Police  Parole and Probation entities  State Dept of Public Safety agencies (NHP, P&P, Investigations)  Taxi Authorities |  |  |

The application due date was set at 5:00 p.m., February 26, 2016.

The 2015 announcement and budget forms were updated with more detailed instructions. These forms are similar to the grant applications used by OCJA which many of these law enforcement agencies have utilized in the past so there would be some familiarity of the forms.

Eight applications were received with funding requests totaling $ 292,331. Once staff had a chance to review the budgets, several mathematical problems were noticed. The corrected funding request was $ 286,331. OCJA staff reviewed, scored and discussed the merits of the projects. Progress reports from the State Grants Office and the OHV Commission were requested for review. Last year’s agencies were not required to submit the progress reports, only the financial reports. The lack of data on outcomes and progress from the previous awards provides no baselines, no indication of how agencies are progressing on their stated objectives and no historical work performance measures on which to base future funding considerations.

Last year, OCJA provided recommendations for the Commission to require progress reports and a final evaluation report from funded agencies. These recommendations are being provided again.

RECOMMENDATIONS

OCJA is recommending seven of the eight applications be awarded funding. The one application we are not recommending funding for stated no OHV activities to be conducted. Staff researched prices from the 1122 GSA Federal program, local dealer internet searches and reviewed the specifications received from other states’ projects last year. Commissioner Gerow was forwarded the equipment listing and prices requested for his review, as he has expertise in the ATV/OHV vehicles.

OCJA is recommending that all awarded agencies, regardless the funding need or the amount awarded, be required to:

* Sign program and fiscal assurances when signing funding award agreement. (OCJA can provide template as can the State Grants Office.)
* Sign program assurance which includes a statement that the agency will provide sufficient maintenance on OHV funded equipment for the life of the equipment.
* Require agencies to use standard purchasing procedures by attempting to obtain three competitive quotes prior to purchasing equipment. Purchasing decisions must be made to the lowest "responsible and responsive" bidder whose quote meets the requirements and criteria set forth in the quote request. Lowest responsible and responsive bidder may be judged on the basis of: price, specifications, qualifications, delivery date, quality, and best interest of the public.
* Submit quarterly progress reports providing the following information for at least one year with a cumulative final evaluation report at the end of the project with the following minimum data:
* # of contacts made regarding OHV registrations
* # of VIN inspections, if applicable
* # of citations issued on OHV registrations, laws, rules, etc.
* # of instances agency provided education on OHV laws and safety. Number of vehicle stops and actual training/educational events, i.e., workshops/fairs, etc.
* # of hours equipment was utilized or hours worked on OHV activities; (salary/overtime)
* # of service calls received
* Summary analysis of calls for service to identify problem areas/activities
* **Any other goals and objectives the agencies specifically listed in their applications.**

Obtainment of the information listed above will assist the Commission and OCJA with future funding considerations, and will provide documentation of proper use of equipment and overtime. The reports should provide enough information to assess whether or not the funds are being utilized in providing efficient and timely activities, and are obtaining effective outcomes in accordance with approved budget and the intent of the Commission.

OCJA continues to recommend that standard awarding practices be followed by funding with any remaining funding from the previous year (2015) beginning with the highest scoring applicant(s) and when that year’s limit is reached, and then fund with the next years funding (2016) beginning with the remaining highest scoring applicant(s) until all available funding is exhausted.

The following are not actual recommendations by OCJA, but suggestions the Commission may wish to consider:

* Making a statement in the conditions of award expressing the Commission’s expectation that the funded activities be utilized primarily for OHV activities with an understanding that they may be used for other law enforcement activities secondarily.
* Request agencies to track the type of activity to the next level by having them provide the following information:

The number of times equipment or personnel time is used on the following activities:

* + - Drug related activities
    - Emergencies/search and rescues
    - Illegal dumps
    - Target shootings
    - Riding in unauthorized areas
    - Destruction of lands
    - Educate for laws/safety
    - Impaired drivers
    - Other
* Requiring funded agencies to designate a person to evaluate the project, as not all agencies addressed this in their applications. This may be the contact person listed on the application or a staff member with higher level of responsibility.
* Requiring agencies to adhere signage to equipment purchased with NCOHV funds which state something similar to “This project was supported with funding by the Nevada Commission of Off-Highway Vehicles.” The size of the signage would be up to the Commission.

The electronic versions of the applications have been placed on a flash-drive for the Commissions use. The original applications along with two copies have been provided to the Chairman.

The recommended funding amounts are attached.

Presented to the NV Commission on Off-Highway Vehicles

March 24, 2016

Charise Whitt, Administrator

Office of Criminal Justice Assistance

Ohv/2016/recommendationsummary3-2016