



FY2022 APPLICATION

**Bureau of Justice Assistance
Edward Byrne Memorial Justice
Assistance Grant Program (Local)**

Houston Police Department

Harris County Sheriff Office



Houston Police Department

BJA FY 2022 Edward Byrne Memorial Justice Assistance Grant

Project Abstract

Houston is the fourth most populous city in the nation; trailing only New York, Los Angeles, and Chicago. Houston is the largest city in the southern United States (U.S.) and Texas. The Houston-Galveston-Brazoria Consolidated Metropolitan Statistical Area (Houston CMSA) consists of eight counties: Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, and Waller. According to the U.S. Census Bureau, the City of Houston (City) had an estimated population of 2.23 million in 2015, and a metro area population of 6.65 million, which was the fifth largest among U.S. metropolitan statistical areas. The Houston CMSA cover 8,778 square miles, an area slightly smaller than Massachusetts but larger than New Jersey. Houston's economy has a broad industrial base in the energy, manufacturing, aeronautics, transportation, and health care sectors and is a leading center for building oilfield equipment; only New York City is home to more Fortune 500 headquarters in the city limits. In addition, many foreign countries and corporation have established a presence in Houston to access North American markets via the City's excellent distribution facilities. Houston also has two major airports and the tenth largest port in the world, the Port of Houston. The port ranks first in the U.S. in international waterborne tonnage handled and second in total cargo tonnage handled.

The Houston Police Department (HPD) seeks funding through the FY22 Edward Byrne Memorial Justice Assistance Grant to support law enforcement programs, including technology improvements for law enforcement and overtime initiatives for the City of Houston. Historically, HPD has implemented several technological improvements to promote operational efficiency and outcomes.

HPD will use grant funding for a total of eight civilian positions. Funding will support the ongoing development of our Office of Technology Services (OTS) Division with six civilian positions. OTS will provide essential support in implementing computer systems deployed across the department. These roles are critical to the development and maintenance of technology support department wide.

OTS supports the following units with the division:

- Infrastructure & Data Center Services
- Software Services & Project Management
- Logistics Support
- Communications & Infrastructure
- Video Management Services

The Office of Budget and Finance will continue with the Financial Analyst III position and implement an Auditor IV position. Financial services are responsible for the fiscal management, fiscal planning, accounting, financial reporting, grant management, and asset tracking.

The Financial Analyst III will provide oversight of the financial and programmatic activities for HPD. The Auditor IV will serve as a senior advisor to the Office of Budget and Finance and conduct sub-award monitoring and project management. All of the components are critical to successful management of the entire police department.

These positions will support the following units with the Office of Budget and Finance:

- Administration
- Financial Services
- Accounting Services
- Procurement



Houston Police Department Program Narrative

The Houston Police Department and Harris County Sheriff's Office are pleased to submit this joint application for funding through the FY2022 Edward Byrne Memorial Justice Assistance Grant Program.

Proposed Allocation

The governing bodies of the City of Houston and Harris County Sheriff's Office have agreed to the following allocation of FY2022 JAG funds:

- Houston Police Department: \$1,365,036.00
- Harris County Sheriff's Office: \$1,365,036.00

Houston Police Department serves as the lead applicant and fiscal agent for this grant.

Program Areas

Houston Police Department proposes to spend its share of FY2022 JAG funds on law enforcement civilian support personnel and targeted law enforcement overtime. Harris County Sheriff's Office proposes to use JAG funding to purchase equipment, technology upgrades and training. Detailed descriptions of the proposed projects are included below.

Houston Police Department's Proposed Project #1: Law Enforcement Civilian Support Personnel

Summary:

The Houston Police Department proposes to use \$903,660 for salaries and fringe benefits associated with eight positions proposed to be funded under this project include:

- Six (6) positions within Office of Technology Services
- Two (2) positions within Office of Budget and Finance

Request:

These eight positions perform critical functions within the Houston Police Department. The six JAG funded civilians in Technology Services provide essential support in implementing and supporting computer systems deployed

across the department. Their role is critical to the development and maintenance of technology that supports all law enforcement personnel. Due to the high level of security and maintenance for law enforcement systems, technology specialists are needed to monitor and maintain servers, desktops, and LAN based applications. These positions help to ensure that the security profile of all systems being converged meet the minimum specifications of the Federal Criminal Justice Information Systems (CJIS) requirements.

The JAG funded Financial Analyst III position in the Office of Budget and Finance Division continues to provide oversight of financial and programmatic activities for the police department. These tasks will benefit the entire police department and provide the needed compliance for the federal and state grants administered by the Houston Police Department.

The Auditor IV (full-time) position in the Office of Budget and Finance Division will serve as senior advisor to perform audits and monitoring of grant sub-awards to ensure the subrecipients are in compliance with city, state and federal policies and procedures; conduct audit of confidential informant funds and project manage special projects; compile and prepare work papers containing relevant evidentiary material used to support all findings, conclusions, and recommendations; prepare written reports of findings and results; present reports to Senior management and recommend areas for future audits; develop, monitor, analyze and update various audit reports for Senior Management; participate in the evaluation, development and improvement of procedures; and handles highly confidential information.

These tasks are a critical need for the Houston Police Department to continue to improve the Office of Budget and Finance.

Detailed Project Description:

Salaries and fringe benefits (include pension, FICA, workers compensation, long-term disability, unemployment, health, and life insurance) for these seven positions will ensure their funding through the end of this grant program.

Coordination:

Positions funded under previous JAG awards will be continued under this JAG award.

Houston Police Department's Proposed Project #2: Targeted Law Enforcement Overtime

Summary:

The Houston Police Department proposes to use \$431,377 for targeted law enforcement overtime for patrol and other high demand areas as required and \$30,000 civilian overtime to assist in the office with filing and assisting classified officers.

Request:

Overtime programs continue to play a critical role allowing the department to address hot spots without compromising the regular patrol programs. One of the initiatives the department utilizes the JAG grant funding for is to address the seasonal spike of crimes during holiday seasons. Statically, the department has seen an increase in felony and misdemeanor arrest in vulnerable shopping areas. The department proposes to continue funding for the kinds of overtime programs that it has historically funded with Local Law Enforcement Block Grant (LLEBG) and JAG. The specific needs that will be addressed by this overtime include:

- General patrol overtime, which will address high crime areas where police presence and visibility make a difference on criminal activity.

Detailed Project Description:

The proposed funding for law enforcement overtime has been tentatively allocated as follows:

- Directed Patrol and High Demand Overtime: \$431,377

Coordination:

Each of the proposed overtime programs will be coordinated with related federal grant programs in program areas in which funding has previously been awarded to ensure that no duplication occurs:

PROJECT ABSTRACT

Demographics

In terms of its population of 4.7 million, Harris County Texas is the 3rd largest county in the United States, covering 1,771 square miles and having 70 identified points of critical infrastructure and is home to the busiest port in the United States in terms of foreign tonnage, second-busiest in the United States in terms of overall tonnage. The high density population, numerous stadiums, universities, convention centers and international airports presents constant challenges to local law enforcement. The Harris County Sheriff’s Office (HCSO) is the primary law enforcement agency for the 1,118 square miles and 13,500 linear miles of roadways within Harris County’s unincorporated areas.

Budgetary Considerations

The unincorporated areas of Harris County have seen an unprecedented explosion in population. According to a comparison between the 2000 and 2010 U.S. census, 75% of Harris County’s total population increase was attributed to its unincorporated areas. The ability to meet the demands of an increasing population with fewer resources is the primary challenge facing the HCSO at this time.

Crucial Justice Assistance Funding

As stewards of federal funding, HCSO is reliant on JAG funding for the purpose of providing massive technology improvements as well as critical law enforcement equipment and overtime for personnel for which no local funding is available. The HCSO will look to continue its excellence to the community by requesting 2022 JAG funding for projects that have the greatest impact.

Proposed Projects

Project #1 – Overtime for Canine Unit - \$25,000.00

This project will provide funding to cover overtime for deputies and supervisors within the HCSO Canine Unit that are called out to respond to cases outside of their scheduled work hours.

Project #2 – Professional Development Training - \$75,000.00

This project will provide funding for training to HCSO staff, which would not otherwise be available. Training opportunities will include conference registrations, online classes, and in-person training conducted at the HCSO Academy in Humble, TX. In-state and Out-of-State Travel must be approved by Harris County Commissioners Court. All expenses must fall within federal and local travel reimbursement guidelines.

Project #3 – Constables Equipment Replacement - \$341,255.00

This project will provide funding to replace and upgrade critical equipment for all eight (8) Harris County Constables Offices. This equipment will increase overall safety and operational efficiency for our deputies. The equipment purchased will be IT equipment, AFIS devices, Taser accessories, body-worn cameras, ballistic shields and helmets.

Project #4 – Case Management Software - \$139,670.00

This project will provide funding towards the purchase of case manager and reporting software for the HCSO Re-entry Unit. Total project includes software subscription and hosting costs along and implementation costs.

Project #5 – IT Technology Enhancements - \$450,225.00

This project will provide additional equipment to accommodate HCSO’s existing and future expansion needs. This equipment will include but not be limited to audiovisual, computers, laptops, scanners, printers, etc., and all other types of necessary peripherals associated with IT equipment. It will also allow for hardware and software upgrades allowing us to further utilize existing equipment. Total includes equipment and shipping costs.

Project # 6 – Academy Transportation Equipment - \$42,014.00

This project will provide funding to purchase of utility task vehicles to transport students at the HCSO Academy. Total project includes equipment and shipping costs.

Project #7 – Patrol Equipment - \$168,506.00

This project will provide funding towards the purchase of Tasers, AFIS devices and ballistic shields for the HCSO Patrol Bureau. Total project includes equipment, accessories, and shipping costs.

Project #8 – Livestock Unit Equipment - \$123,366.00

This project will provide funding toward the purchase of farm equipment for the HCSO Livestock Unit. Items to be purchased will include a mower, cutter, and tractor in order to maintain the grounds where livestock is housed. A standing drill press and fencing supplies will be used to build and repair fences and holding pens. A stock trailer will be used to transport horses and other animals that are rescued throughout the county. Additionally all-terrain and utility task vehicles will be used to transport staff and equipment across the livestock grounds. Total project includes equipment and shipping costs.

PROGRAM NARRATIVE

Program Areas

Harris County’s Proposed Projects: Personnel and Fringe Benefits

Summary: The Harris County Sheriff’s Office (HCSO) intends to invest \$25,000.00 of JAG funding to cover overtime costs for specialized units and programs within the department.

Need: HCSO is often called to incidents that require response from specialized teams. Oftentimes, these calls extend beyond the regular work hours that deputies are assigned. The number of hours worked on these cases far exceeds the amount of funding available for these cases.

Detailed Project Descriptions:

1. Overtime for Canine Unit - \$25,000.00

This project will provide funding to cover overtime for deputies and supervisors within the HCSO Canine Unit that are called out to respond to cases outside of their scheduled work hours.

Harris County’s Proposed Projects: Travel and Training

Summary: The HCSO intends to invest \$75,000.00 of JAG funding for training to HCSO staff, which would not otherwise be available. Training opportunities will include conference registrations, online classes, and in-person training conducted at the HCSO Academy in Humble, TX.

Need: The HCSO has had great success in the past investing in training through the academy. In order to provide additional professional development opportunities to all staff members, HCSO will allocate funds towards travel expenses incurred by staff to attend specialized conferences and trainings, while continuing to fund training opportunities at the HCSO Academy and through the online training portal.

1. Professional Development Training - \$75,000.00

Detailed Project Description: During the grant period, the HCSO intends to continue the current course offerings available to all of our personnel and to personnel from other agencies. The Sheriff’s Academy is funded yearly through Commissioners Court for all basic and required training courses. Online classes and conference registration costs may also be cover from this project. In-state and Out-of-State Travel must be approved by Harris County Commissioners Court. All expenses must fall within federal and local travel reimbursement guidelines.

Harris County’s Proposed Projects: Equipment and Supplies

Summary: The HCSO intends to invest \$1,265,036.00 of JAG funding to provide new and/or upgraded equipment across Harris County Law Enforcement agencies.

Need: Harris County Law Enforcement agencies rely heavily upon county-wide information technology needs as well as our independent agency needs. The following projects will provide information on several needs that are independent to specific agencies and also cross county agency boundaries which allow us to work together and better serve all citizens of Harris County.

Detailed Project Descriptions:

- 1. Constables Equipment Replacement - \$341,255.00**
This project will provide funding to replace and upgrade critical equipment for all eight (8) Harris County Constables Offices. This equipment will increase overall safety and operational efficiency for our deputies. The equipment purchased will be IT equipment, AFIS devices, Taser accessories, body-worn cameras, ballistic shields and helmets.
- 2. Case Management Software - \$139,670.00**
This project will provide funding towards the purchase of case manager and reporting software for the HCSO Re-entry Unit. Total project includes software subscription and hosting costs along and implementation costs.
- 3. IT Technology Enhancements - \$450,225.00**
This project will provide additional equipment to accommodate HCSO’s existing and future expansion needs. This equipment will include but not be limited to audiovisual, computers, laptops, scanners, printers, etc., and all other types of necessary peripherals associated with IT equipment. It will also allow for hardware and software upgrades allowing us to further utilize existing equipment. Total includes equipment and shipping costs.
- 4. Academy Transportation Equipment - \$42,014.00**
This project will provide funding to purchase of utility task vehicles to transport students at the HCSO Academy. Total project includes equipment and shipping costs.
- 5. Patrol Equipment - \$168,506.00**
This project will provide funding towards the purchase of Tasers, AFIS devices and ballistic shields for the HCSO Patrol Bureau. Total project includes equipment, accessories, and shipping costs.
- 6. Livestock Unit Equipment - \$123,366.00**
This project will provide funding toward the purchase of farm equipment for the HCSO Livestock Unit. Items to be purchased will include a mower, cutter, and tractor in order to maintain the grounds where livestock is housed. A standing drill press and fencing supplies will be used to build and repair fences and holding pens. A stock trailer will be used to transport horses and other animals that are rescued throughout the county. Additionally all-terrain and utility task vehicles will be used to transport staff and equipment across the livestock grounds. Total project includes equipment and shipping costs.

BUDGET NARRATIVE

1. Overtime for Canine Unit - \$25,000.00

This project will provide funding to cover overtime for deputies and supervisors within the HCSO Canine Unit that are called out to respond to cases outside of their scheduled work hours.

Projected time line for funds usage		
Year-1	Year-2	Year-3
\$25,000.00	\$0.00	\$0.00

2. Harris County Sheriff’s Academy Training– \$75,000.00

This project will provide funding for training to HCSO staff, which would not otherwise be available. Training opportunities will include conference registrations, online classes, and in-person training conducted at the HCSO Academy in Humble, TX. In-state and Out-of-State Travel must be approved by Harris County Commissioners Court. All expenses must fall within federal and local travel reimbursement guidelines.

Projected time line for funds usage		
Year-1	Year-2	Year-3
\$25,000.00	\$25,000.00	\$25,000.00

3. Constables Equipment Replacement - \$341,255.00

This project will provide funding to replace and upgrade critical equipment for all eight (8) Harris County Constables Offices. This equipment will increase overall safety and operational efficiency for our deputies. The equipment purchased will be IT equipment, AFIS devices, Taser accessories, body-worn cameras, ballistic shields and helmets.

Projected time line for funds usage		
Year-1	Year-2	Year-3
\$241,255.00	\$100,000.00	\$0.00

4. Case Management Software - \$139,670.00

This project will provide funding towards the purchase of case manager and reporting software for the HCSO Re-entry Unit. Total project includes software subscription and hosting costs along and implementation costs.

Projected time line for funds usage		
Year-1	Year-2	Year-3
\$139,670.00	\$0.00	\$0.00

5. IT Technology Enhancements - \$450,225.00

This project will provide additional equipment to accommodate HCSO’s existing and future expansion needs. This equipment will include but not be limited to audiovisual, computers, laptops, scanners, printers, etc., and all other types of necessary peripherals associated with IT

equipment. It will also allow for hardware and software upgrades allowing us to further utilize existing equipment. Total includes equipment and shipping costs.

Projected time line for funds usage		
Year-1	Year-2	Year-3
\$200,000.00	\$150,000.00	\$100,225.00

6. Academy Transportation Equipment - \$42,014.00

This project will provide funding to purchase of utility task vehicles to transport students at the HCSO Academy. Total project includes equipment and shipping costs.

Projected time line for funds usage		
Year-1	Year-2	Year-3
\$42,014.00	\$0.00	\$0.00

7. Patrol Equipment - \$168,506.00

This project will provide funding towards the purchase of Tasers, AFIS devices and ballistic shields for the HCSO Patrol Bureau. Total project includes equipment, accessories, and shipping costs.

Projected time line for funds usage		
Year-1	Year-2	Year-3
\$100,000.00	\$68,506.00	\$0.00

8. Livestock Unit Equipment - \$123,366.00

This project will provide funding toward the purchase of farm equipment for the HCSO Livestock Unit. Items to be purchased will include a mower, cutter, and tractor in order to maintain the grounds where livestock is housed. A standing drill press and fencing supplies will be used to build and repair fences and holding pens. A stock trailer will be used to transport horses and other animals that are rescued throughout the county. Additionally all-terrain and utility task vehicles will be used to transport staff and equipment across the livestock grounds. Total project includes equipment and shipping costs.

Projected time line for funds usage		
Year-1	Year-2	Year-3
\$123,366.00	\$0.00	\$0.00