



Regional Crisis Response Agency  
Executive Board Meeting  
February 6, 2025

11:00 AM – 12:00 PM

Virtual Zoom link:

<https://kirklandwa-gov.zoom.us/j/88652463332?pwd=tMWV1gTzBTjGGwt31yO27xtajklZIM.1>

Meeting ID: 886 5246 3332

Passcode: 849977

*--On-site option available--*

Kirkland City Hall

123 5th Ave, Kirkland, WA, 98033

Norkirk Room, Upper Level

- 1) Call to Order
- 2) Roll Call
- 3) Items from the Audience
- 4) Approval of the Minutes
  - a. Minutes from Regular Meeting December 5, 2024
- 5) Request to Appropriate \$25,000 for Legal Services (Policy Creation) and Fiscal Note
- 6) New Grant from the Health Care Authority - Department of Justice
- 7) Executive Director Report
- 8) Good of the Order
- 9) Adjournment



Regional Crisis Response Agency  
Executive Board Meeting Minutes  
December 5, 2024

11:00 AM – 12:00 PM

Virtual Zoom link:

<https://kirklandwa.gov.zoom.us/j/88652463332?pwd=tMWV1gTzBTjGGwt31yO27xtajkIZIM.1>

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Norkirk Room, Upper Level

- 1) Call to Order  
Board President Kurt Triplett called the meeting to order at 11:02 am.
- 2) Roll Call  
Members Present: Kurt Triplett, Stephanie Lucash, Kyle Stannert, Phillip Hill, Bristol Ellington
- 3) Items from the Audience  
None presented.
- 4) Approval of the Minutes
  - a. Minutes from Regular Meeting November 7, 2024  
Bristol Ellington moved to approve the November 7, 2024 meeting minutes, seconded by Stephanie Lucash.  
Vote: Motion approved 5-0  
Yes: Kurt Triplett, Stephanie Lucash, Kyle Stannert, Phillip Hill, Bristol Ellington
- 5) Resolution R-2024-05 Adopting the 2025-2026 RCR Agency Budget  
Treasurer and Kirkland Finance and Administration Director Michael Olson presented the Proposed 2025-2026 RCR Agency Budget.  
Kyle Stannert moved to approve Resolution R-2024-05 adopting the 2025-2026 RCR Agency Budget, seconded by Bristol Ellington.  
Vote: Motion approved 5-0  
Yes: Kurt Triplett, Stephanie Lucash, Kyle Stannert, Phillip Hill, Bristol Ellington
- 6) Closed Session pursuant to RCW 42.30.140(4)(b) to Review Proposals Made during Collective Bargaining Negotiations

Entered Closed Session – 11:08 am

Ended Closed Session – 11:28 am

7) Executive Director Report

RCR Executive Director Brook Buettner reported on the following topics:

a. Operations Update

Hiring update for the Supervisor and Leads positions with start dates of January 1, 2025, or later.

The RCR team attended an all-day motivational interviewing training. Brief reminder of timeline for the Executive Director Performance Evaluation and the Agency Workplan.

b. Budget and Grants

Shared King County Mental Illness and Drug Dependency (MIDD) reimbursement challenges and that 2025 will be a contract extension.

Department of Justice (DOJ) – Connect and Protect grant is in the planning year and the budget was sent back for adjustment.

DOJ – Comprehensive Opioid, Stimulant, and Substance Use Program grant, WA Healthcare authority plans to subcontract with RCR funding a co-responder model enhancement to provide care navigation post-revival following opioid or stimulant overdose.

c. Landscape Analysis

Upcoming legislation including Co-Responder Outreach Alliance (CROA) supported House Bill 2455, sponsored by Representative Dan Bronoske and potential Seattle Bill on redactions and Public Disclosure Requests.

Recent and upcoming ride-alongs with Crisis Responders.

RCR Executive Director presented information on the RCR Agency model to South Snohomish County leaders.

8) Good of the Order

The Board discussed and decided on cancelling the January 2, 2025 regular meeting and scheduling a special meeting in January if necessary.

9) Adjournment

Board President Kurt Triplett adjourned the meeting at 11:54 AM.



**REGIONAL CRISIS RESPONSE AGENCY**  
123 Fifth Avenue, Kirkland, WA 98033  
425-587-3504  
info@rcrwa.org

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## **MEMORANDUM**

**To:** RCR Executive Board

**From:** Brook Buettner, Executive Director  
Heather Lantz-Brazil, Administrative Assistant

**Date:** January 21, 2025

**Subject:** Request to Appropriate 25K for Legal Services (Policy Creation) and Fiscal Note

## **RECOMMENDATION:**

Staff recommend that the Executive Board approve a fiscal note for \$25,000 from 2024 End Fund Balance for legal services contractor to advise on policies about crisis responder role, responsibilities, and obligations when responding to a call that either is or becomes a criminal matter.

## **EXECUTIVE SUMMARY:**

Staff are requesting an appropriation of 2024 End Fund Balance by approval of a fiscal note to obtain contracted legal services.

The RCR Agency seeks the support of a legal consultant with a strong background in criminal legal defense to help develop and draft policies on:

- Crisis responder roles, responsibilities, and obligations during interactions while police are processing suspects or pre/post Miranda rights
- Responding to requests for information from law enforcement
- Any other considerations when Crisis Responder activity overlaps with criminal scenes

These draft policies would be presented to the Executive Board at a future meeting for consideration and/or adoption.

## **BACKGROUND:**

Crisis Response is a relatively new field in our state and nationwide. In operating the RCR Agency, staff have identified many areas of potential legal ambiguity, especially around the nexus between behavioral health and criminal matters on a 911 call. This is somewhat uncharted territory and there are not many strong national models or caselaw to pull from.

RCR staff have compiled questions for counsel with the support from the City of Kirkland, City Attorney's Office.

## **DISCUSSION:**

Staff would seek a legal consultant to help develop and draft policies on crisis responder roles, responsibilities and obligations, especially when there is overlap between crisis response and criminal justice processes.

**NEXT STEPS:**

Based on the Executive Board's support of the staff recommendation, staff are seeking Executive Board approval of the attached Fiscal Note for up to \$25,000 to fund legal services to develop Agency policies and procedures. The fiscal note allocates one-time money from the 2024 End Fund Balance.

**ATTACHMENTS:**

Attachment A – DRAFT LIST of RCR Questions for Counsel  
Attachment B – Fiscal Note

DRAFT RCR Questions for Counsel  
*Compiled with support from Kirkland CAO*

Advise on whether officially training Crisis Responders in CPR or administering NARCAN or providing Fentanyl test strips creates additional liability? For example, are Crisis Responders protected by “Good Samaritan” laws?

Advise on whether Crisis Responders can be compelled to provide statement (compelled statement).

Provide advice on what can be redacted in RCR Documentation in a public records request.

Note: City of Seattle plans to advance legislation at the state this session to address this issue

Specific advice on liability concerns with decisions not to respond or engage with certain 911 callers or clients?

Specific advice on liability concerns with decisions not to report to law enforcement when a client, particularly high utilizers with mental health history, indicates that a crime occurred?

Advise on liability concerns for RCR responding to non-911 call contacts (e.g., local shelter referrals or city public works staff requests).

Draft policies on crisis responder responsibilities when an interview request or subpoena is made in civil or criminal case.

Draft policies on crisis responder role, responsibilities, and obligations when responding to a call that either is or becomes a criminal matter, including interactions while police are processing suspects or pre/post *Miranda* rights and responding to requests for information from law enforcement.

What is RCR Crisis Responder role in ITA proceedings, for example if called by a defense attorney?

Is there a change in Crisis Responder responsibility and liability if directed to action by a sworn law enforcement officer?

## FISCAL NOTE

## REGIONAL CRISIS RESPONSE AGENCY

<b>Source of Request</b>							
Brook Buettner, Executive Director, RCR							
<b>Description of Request</b>							
Use of \$25,000 of 2024 Ending Fund Balance to fund a contract for legal services for the provision of policy development regarding crisis response roles, responsibilities, and obligations when responding to calls involving criminal matters.							
<b>Legality/Agency Policy Basis</b>							
<b>Fiscal Impact</b>							
<b>Recommended Funding Source(s)</b>							
<b>Reserve</b>	Description	2026 Est End Balance	Prior Auth. 2025-26 Uses	Prior Auth. 2025-26 Additions	This Request	Revised 2026 End Balance	2026 Target
<b>Revenue/Exp Savings</b>	\$25,000 of unspent 2024 budget will fund this request.						
<b>Other Source</b>							
<b>Other Information</b>							

Prepared By	Veronica Hill, Interim FP Supervisor, City Of Kirkland Fiscal Agent	Date	January 31, 2025
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**REGIONAL CRISIS RESPONSE AGENCY**  
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425-587-3504  
info@rcrwa.org

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## MEMORANDUM

**To:** RCR Executive Board

**From:** Brook Buettner, Executive Director  
Heather Lantz-Brazil, Administrative Assistant

**Date:** January 21, 2025

**Subject:** Briefing on New Funding from the Washington Healthcare Authority

## RECOMMENDATION:

*That the Executive Board receive information and ask questions.*

## EXECUTIVE SUMMARY:

Washington Healthcare Authority (HCA) has been awarded a Department of Justice (DOJ) Bureau of Justice Assistance (BJA) Comprehensive Opioid, Stimulant, and Substance Use Program (COSSUP) Grant for a project entitled "*Addressing the needs of individuals who use drugs across the Sequential Intercept Model: Washington State's Strategic Solution to substance use, criminality, and the overdose crisis.*"

HCA will subcontract with RCR to enhance RCR Crisis Response services for individuals experiencing substance use and overdose. HCA has budgeted \$705,565 over three years to support 1.0 Crisis Responder, 0.5 FTE Crisis Responder Supervisor, and 0.1 FTE Executive Director for a "co-responder enhancement to provide care navigation post-revival following opioid or stimulant overdose." Year one of this funding is a Planning Year.

### *HCA Summary of the Funded Initiative:*

HCA-DBHR was awarded a three-year \$7,000,000 BJA FY24 COSSUP grant to develop and implement a comprehensive initiative to address the needs of individuals who use drugs across the Sequential Intercept Model.

The proposed initiative focuses on providing several of Washington's jurisdictions funding and technical assistance to bolster and support substance use treatment and response efforts in the community as well as through interaction with law enforcement, courts, jails & prisons, and in reentry. The plan will address several of BJA's strategic priorities identified in the National Drug Control Strategy including:

- Expanding access to evidence-based substance use disorder treatment, such as medication-assisted treatment coordination of MOUD/SUD services for incarcerated individuals and those releasing from period of incarceration.
- Enhancing evidence-based harm reduction efforts such as providing opioid overdose training to law enforcement and mobile crisis responders.
- Expanding the workforce and access to recovery support services by **enhancing mobile crisis units** and crisis relief centers with SUD professionals and peer supports; and
- Implementing a Peer Mentor Program through Washington Department of Corrections to provide reentry support to those with SUD.



HCA will also build on its existing relationships with criminal legal system partners along the Sequential Intercept Model to create robust and tailored programmatic responses to address identified service gaps.

While the service enhancement supported by this funding will be fully developed during the initial “Planning” year of the three-year grant period, RCR staff has a preliminary plan to utilize this funding to improve training and response to individuals experiencing overdose, especially on 911 calls for overdose and overdose revival. RCR staff will work with the fire agencies serving the RCR Cities, as Fire/ EMS is often the primary resource deployed to an overdose call.

RCR staff has applied and been accepted as part of a Learning Committee hosted by the Council for State Governments called “Substance Use and Overdose Community Response Programs,” to support learning and implementation of this service enhancement.

#### *Federal Funding*

HCA staff have assured RCR and Fiscal Agent staff that this funding supports enhancement to existing services and that supplantation is not an issue. It is still unclear how this funding may be affected by any potential federal funding freeze.

#### **BACKGROUND:**

RCR staff was initially approached by HCA staff about this potential funding in June of 2024. HCA staff reported that RCR had been recommended by AWC as a program that is “shovel ready” and has the internal capacity to create a strong application for potential federal funding.

Because of a tight turnaround time for HCA’s application to the Department of Justice, this application could not be presented to the RCR Executive Board during a regular meeting. Instead, the RCR Executive Director reached out to each RCR Executive Board member individually to provide a briefing on the opportunity and seek preliminary support for an application.

RCR and Fiscal Agent staff provided HCA staff with narrative and budget information to support part of the HCA’s broader application for COSSUP funding, and HCA was subsequently awarded the COSSUP Grant in the amount of \$7 million over three years.

#### **NEXT STEPS:**

*RCR staff will continue to work with HCA staff to finalize Contract language. Upon completion of the agreement the additional revenues will be addressed in a future budget amendment. No Board action recommended at this time.*

#### **ATTACHMENTS:**

Attachment A –Department of Justice Scope of Work for Award Number 15PBJA-24-GG-04431-COAP

Attachment B – Copy of HCA COSSUP Budget 2025-2026 RCR Agency Award



## Department of Justice (DOJ)

Office of Justice Programs

Bureau of Justice Assistance

ATTACHMENT A

Washington, D.C. 20531

<b>Name and Address of Recipient:</b>	HEALTH CARE AUTHORITY 626 8TH AVE SE
<b>City, State and Zip:</b>	OLYMPIA, WA 98501
<b>Recipient UEI:</b>	LNHZYKMNB9T5
<b>Project Title:</b> Addressing the needs of individuals who use drugs across the Sequential Intercept Model: Washington State's Strategic Solution to substance use, criminality, and the overdose crisis.	<b>Award Number:</b> 15PBJA-24-GG-04431-COAP
<b>Solicitation Title:</b> BJA FY24 Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program	
<b>Federal Award Amount:</b> \$7,000,000.00	<b>Federal Award Date:</b> 11/15/24
<b>Awarding Agency:</b>	Office of Justice Programs Bureau of Justice Assistance
<b>Funding Instrument Type:</b>	Grant
<b>Opportunity Category:</b> D	
<b>Assistance Listing:</b> 16.838 - Comprehensive Opioid, Stimulant, and other Substances Use Program	
<b>Project Period Start Date:</b> 10/1/24	<b>Project Period End Date:</b> 9/30/27
<b>Budget Period Start Date:</b> 10/1/24	<b>Budget Period End Date:</b> 9/30/27
<b>Project Description:</b> The Washington State Health Care Authority (HCA) seeks to develop and implement a comprehensive initiative	

## Award Letter

November 15, 2024

Dear Teesha Kirschbaum,

On behalf of Attorney General Merrick B. Garland, it is my pleasure to inform you the Office of Justice Programs (OJP) has approved the application submitted by HEALTH CARE AUTHORITY for an award under the funding opportunity entitled 2024 BJA FY24 Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program. The approved award amount is \$7,000,000.

Review the Award Instrument below carefully and familiarize yourself with all conditions and requirements before accepting your award. The Award Instrument includes the Award Offer (Award Information, Project Information, Financial Information, and Award Conditions) and Award Acceptance. For COPS Office and OVW funding the Award Offer also includes any Other Award Documents.

Please note that award requirements include not only the conditions and limitations set forth in the Award Offer, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. These requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds). Therefore, all key staff should receive the award conditions, the assurances and certifications, and the application as approved by OJP, so that they understand the award requirements. Information on all pertinent award requirements also must be provided to any subrecipient of the award.

Should you accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Prior to accepting the award, your Entity Administrator must assign a Financial Manager, Grant Award Administrator, and Authorized Representative(s) in the Justice Grants System (JustGrants). The Entity Administrator will need to ensure the assigned Authorized Representative(s) is current and has the legal authority to accept awards and bind the entity to the award terms and conditions. To accept the award, the Authorized Representative(s) must accept all parts of the Award Offer in the Justice Grants System (JustGrants), including by executing the required declaration and certification, within 45 days from the award date.

To access your funds, you will need to enroll in the Automated Standard Application for Payments (ASAP) system, if you haven't already completed the enrollment process in ASAP. The Entity Administrator should have already received an email from ASAP to initiate this process.

Congratulations, and we look forward to working with you.

Brent J. Cohen

Acting Assistant Attorney General

### **Office for Civil Rights Notice for All Recipients**

The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice (DOJ) enforces federal civil rights laws and other provisions that prohibit discrimination by recipients of federal financial assistance from OJP, the Office of Community Oriented Policing Services (COPS), and the Office on Violence Against Women (OVW).

Several civil rights laws, including Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, require recipients of federal financial assistance (recipients) to give assurances that they will comply with those laws. Taken together, these and other civil rights laws prohibit recipients from discriminating in the provision of services and employment because of race, color, national origin, religion, disability, and sex or from discriminating in the provision of services on the bases of age.

Some recipients of DOJ financial assistance have additional obligations to comply with other applicable nondiscrimination provisions like the Omnibus Crime Control and Safe Streets Act of 1968, which prohibits discrimination on the basis of religion in addition to race, color, national origin, and sex. Recipients may also have related requirements regarding the development and implementation of equal employment opportunity programs.

OCR provides technical assistance, training, and other resources to help recipients comply with civil rights obligations. Further, OCR administratively enforces civil rights laws and nondiscrimination provisions by investigating DOJ recipients that are the subject of discrimination complaints. In addition, OCR conducts compliance reviews of DOJ recipients based on regulatory criteria. These investigations and compliance reviews permit OCR to evaluate whether DOJ recipients are providing services to the public and engaging in employment practices in a nondiscriminatory manner.

For more information about OCR, your civil rights and nondiscrimination responsibilities, how to notify your employees or beneficiaries of their civil rights protections and responsibilities and how to file a complaint, as well as technical assistance, training, and other resources, please visit [www.ojp.gov/program/civil-rights-office/outreach](http://www.ojp.gov/program/civil-rights-office/outreach). If you would like OCR to assist you in fulfilling your civil rights or nondiscrimination responsibilities, please contact us at [askOCR@ojp.usdoj.gov](mailto:askOCR@ojp.usdoj.gov) or [www.ojp.gov/program/civil-rights-office/about#ocr-contacts](http://www.ojp.gov/program/civil-rights-office/about#ocr-contacts).

## Memorandum Regarding NEPA

### NEPA Letter Type

OJP - Categorical Exclusion

### NEPA Letter

Awards under the Comprehensive Opioid, Stimulant, and Substance Use Site-based Program (COSSUP) will be used to develop, implement, or expand comprehensive programs in response to illicit opioids, stimulants, or other substances of abuse. None of the following activities will be conducted whether under the Office of Justice Programs federal action or a related third party action:

1. New construction.
2. Renovation or remodeling of a property located in an environmentally or historically sensitive area, including property (a) listed on or eligible for listing on the National Register of Historic Places, or (b) located within a 100-year flood plain, a wetland, or habitat for an endangered species.
3. A renovation that will change the basic prior use of a facility or significantly change its size.
4. Research and technology whose anticipated and future application could be expected to have an effect on the environment.
5. Implementation of a program involving the use of chemicals.

Additionally, the proposed action is neither a phase nor a segment of a project which when reviewed in its entirety would not meet the criteria for a categorical exclusion. Consequently, the subject federal action meets the Office of Justice Programs' criteria for a categorical exclusion as contained in paragraph 4(b) of Appendix D to Part 61 of Title 28 of the Code of Federal Regulations.

### NEPA Coordinator

First Name	Middle Name	Last Name
Orbin	no value	Terry

## Award Information

This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.

## Recipient Information

### Recipient Name

HEALTH CARE AUTHORITY

LNHZYKMNB9T5

626 8TH AVE SE

## Washington

OLYMPIA

98501

United States

no value

no value

## 11/15/24

Initial

15PBJA-24-GG-04431-COAP

00

\$7,000,000.00

Grant

### Assistance Listings Program Title

16.838

Comprehensive Opioid, Stimulant, and other Substances Use Program

## Statutory Authority

Department of Justice Appropriations Act, 2024 (Pub. L. No. 118-42, 138 Stat. 25, 148-49)

☐ [X] I have read and understand the information presented in this section of the Federal Award Instrument.

**This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.**

2024 BJA FY24 Comprehensive Opioid, Stimulant, and Substance Use Site-Based Program

OJP

BJA

GRANT14195733

## Grant Manager

**Phone Number**

### E-mail Address

**Project Title**

Addressing the needs of individuals who use drugs across the Sequential Intercept Model: Washington State's Strategic Solution to substance use, criminality, and the overdose crisis.

**Performance Period Start****Date**

10/01/2024

**Performance Period End Date**

09/30/2027

**Budget Period Start Date**

10/01/2024

**Budget Period End Date**

09/30/2027

**Project Description**

The Washington State Health Care Authority (HCA) seeks to develop and implement a comprehensive initiative to address the needs of individuals who use drugs across the Sequential Intercept Model. The proposed initiative focuses on providing several of Washington's jurisdictions funding and technical assistance to bolster and support substance use treatment and response efforts in community as well as through interaction with law enforcement, courts, jails & prisons, and in reentry. The plan will address several of BJA's strategic priorities identified in the National Drug Control Strategy. This includes expanding access to evidence-based substance use disorder treatment, such as medication-assisted treatment (MAT) coordination of medications for opioid use disorder and substance use disorder services for incarcerated individuals and those being released from a period of incarceration. Additionally, the HCA seeks to enhance evidence-based harm reduction efforts such as providing opioid overdose training to law enforcement and mobile crisis responders and expand the workforce and access to recovery support services by enhancing mobile crisis units and crisis relief centers with SUD professionals and peer supports. And the HCA will implement a Peer Mentor Program through Washington Department of Corrections to provide reentry support to those with SUD. ?HCA will also build on its existing relationships with criminal legal system partners along the Sequential Intercept Model to create robust and tailored programmatic responses to address identified service gaps.

Note: This project contains a research and/or development component, as defined in applicable law. See Part 200 Uniform Requirements.

[X] *I have read and understand the information presented in this section of the Federal Award Instrument.*

**Financial Information**

**This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.**

The recipient budget is currently under review.

[X] *I have read and understand the information presented in this section of the Federal Award Instrument.*

**Award Conditions**

**This award is offered subject to the conditions or limitations set forth in the Award Information, Project Information, Financial Information, and Award Conditions.**

**Condition 1**

Meaningful access requirement for individuals with limited English proficiency

The recipient, and any subrecipient at any tier, must take reasonable steps to ensure that individuals with limited English proficiency (LEP) have meaningful access to their programs and activities to comply with Title VI of the Civil Rights Act of 1964 (Title VI), which prohibits discrimination on the basis of national origin, including discrimination against individuals with LEP. Such steps may require providing language assistance services, such as interpretation or translation services. The Department of Justice guidance on compliance with this requirement may be found at "Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons" (67 Fed. Reg. 41455-41472) (<https://www.federalregister.gov/d/02-15207>) and is incorporated by reference here.

## **Condition 2**

Compliance with general appropriations-law restrictions on the use of federal funds (FY 2024)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions that may be set out in applicable appropriations acts are indicated at <https://ojp.gov/funding/Explore/FY24AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

## **Condition 3**

Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38.

Among other things, 28 C.F.R. Part 38 states that recipients may not use direct Federal financial assistance from the Department to support or engage in any explicitly religious activities except when consistent with the Establishment Clause of the First Amendment and any other applicable requirements. An organization receiving Federal financial assistance also may not, in providing services funded by the Department of Justice, or in their outreach activities related to such services, discriminate against a program beneficiary or prospective program beneficiary on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations. In addition, Part 38 states that a faith-based organization that participates a Department of Justice funded program retains its independence from the Government and may continue to carry out its mission consistent with religious freedom and conscience protections in Federal law.

Recipients and subrecipients that provide social services under this award 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 <https://www.ojp.gov/program/civil-rights-office/partnerships-faith-based-and-other-neighborhood-organizations>.

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, please see <https://www.ojp.gov/funding/explore/legaloverview2024/civilrightsrequirements>.

## **Condition 4**

Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Limited Exceptions. In certain special circumstances, the U.S. Department of Justice ("DOJ") may determine that it will not enforce, or enforce only in part, one or more requirements otherwise applicable to the award. Any such exceptions regarding enforcement, including any such exceptions made during the period of performance, are (or will be during the period of performance) set out through the Office of Justice Programs ("OJP") webpage entitled "Legal Notices:



Special circumstances as to particular award conditions" ([ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm](https://ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm)), and incorporated by reference into the award.

By signing and accepting this award on behalf of the recipient, the authorized recipient official accepts all material requirements of the award, and specifically adopts, as if personally executed by the authorized recipient official, all assurances or certifications submitted by or on behalf of the recipient that relate to conduct during the period of performance.

Failure to comply with one or more award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or an assurance or certification related to conduct during the award period -- may result in OJP taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. DOJ, including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) 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 lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

#### **Condition 5**

Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

#### **Condition 6**

Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this award from OJP.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.334.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

#### **Condition 7**

Reporting potential fraud, waste, and abuse, and similar misconduct

The recipient, and any subrecipients ("subgrantees") at any tier, must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other



person has, in connection with funds under this award-- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by--(1) online submission accessible via the OIG webpage at <https://oig.justice.gov/hotline/contact-grants.htm> (select "Submit Report Online"); (2) mail directed to: U.S. Department of Justice, Office of the Inspector General, Investigations Division, ATTN: Grantee Reporting, 950 Pennsylvania Ave., NW, Washington, DC 20530; and/or (3) by facsimile directed to the DOJ OIG Investigations Division (Attn: Grantee Reporting) at (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.

### **Condition 8**

Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.

### **Condition 9**

Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

### **Condition 10**

Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

### **Condition 11**

Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

### **Condition 12**

Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

Among other items, 28 C.F.R. § 42.106(d), 28 C.F.R. § 42.405(c), and 28 C.F.R. § 42.505(f) contain notice

requirements that covered recipients must follow regarding the dissemination of information regarding federal nondiscrimination requirements.

### **Condition 13**

Determination of suitability to interact with participating minors

SCOPE. This condition applies to this award if it is indicated -- in the application for the award (as approved by DOJ)(or in the application for any subaward, at any tier), the DOJ funding announcement (solicitation), or an associated federal statute -- that a purpose of some or all of the activities to be carried out under the award (whether by the recipient, or a subrecipient at any tier) is to benefit a set of individuals under 18 years of age.

The recipient, and any subrecipient at any tier, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status.

The details of this requirement are posted on the OJP web site at <https://ojp.gov/funding/Explore/Interact-Minors.htm> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

### **Condition 14**

Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, 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 OJP by email at [OJP.ComplianceReporting@ojp.usdoj.gov](mailto:OJP.ComplianceReporting@ojp.usdoj.gov). 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.

### **Condition 15**

Employment eligibility verification for hiring under the award

1. The recipient (and any subrecipient at any tier) must--

A. Ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. 1324a(a)(1).

B. Notify all persons associated with the recipient (or any subrecipient) who are or will be involved in activities under this award of both--

(1) this award requirement for verification of employment eligibility, and

(2) the associated provisions in 8 U.S.C. 1324a(a)(1) that, generally speaking, make it unlawful, in the United States, to hire (or recruit for employment) certain aliens.

C. Provide training (to the extent necessary) to those persons required by this condition to be notified of the award requirement for employment eligibility verification and of the associated provisions of 8 U.S.C. 1324a(a)(1).

D. As part of the recordkeeping for the award (including pursuant to the Part 200 Uniform Requirements), maintain records of all employment eligibility verifications pertinent to compliance with this award condition in accordance with Form I-9 record retention requirements, as well as records of all pertinent notifications and trainings.

2. Monitoring

The recipient's monitoring responsibilities include monitoring of subrecipient compliance with this condition.

### 3. Allowable costs

To the extent that such costs are not reimbursed under any other federal program, award funds may be obligated for the reasonable, necessary, and allocable costs (if any) of actions designed to ensure compliance with this condition.

### 4. Rules of construction

#### A. Staff involved in the hiring process

For purposes of this condition, persons "who are or will be involved in activities under this award" specifically includes (without limitation) any and all recipient (or any subrecipient) officials or other staff who are or will be involved in the hiring process with respect to a position that is or will be funded (in whole or in part) with award funds.

#### B. Employment eligibility confirmation with E-Verify

For purposes of satisfying the requirement of this condition regarding verification of employment eligibility, the recipient (or any subrecipient) may choose to participate in, and use, E-Verify ([www.e-verify.gov](http://www.e-verify.gov)), provided an appropriate person authorized to act on behalf of the recipient (or subrecipient) uses E-Verify (and follows the proper E-Verify procedures, including in the event of a "Tentative Nonconfirmation" or a "Final Nonconfirmation") to confirm employment eligibility for each hiring for a position in the United States that is or will be funded (in whole or in part) with award funds.

C. "United States" specifically includes the District of Columbia, Puerto Rico, Guam, the Virgin Islands of the United States, and the Commonwealth of the Northern Mariana Islands.

D. Nothing in this condition shall be understood to authorize or require any recipient, any subrecipient at any tier, or any person or other entity, to violate any federal law, including any applicable civil rights or nondiscrimination law.

E. Nothing in this condition, including in paragraph 4.B., shall be understood to relieve any recipient, any subrecipient at any tier, or any person or other entity, of any obligation otherwise imposed by law, including 8 U.S.C. 1324a(a)(1).

Questions about E-Verify should be directed to DHS. For more information about E-Verify visit the E-Verify website (<https://www.e-verify.gov/>) or email E-Verify at [E-Verify@dhs.gov](mailto:E-Verify@dhs.gov). E-Verify employer agents can email E-Verify at [E-VerifyEmployerAgent@dhs.gov](mailto:E-VerifyEmployerAgent@dhs.gov).

Questions about the meaning or scope of this condition should be directed to OJP, before award acceptance.

### **Condition 16**

Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

### **Condition 17**

Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified (that is, moved and renumbered) to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

**Condition 18****Restrictions and certifications regarding non-disclosure agreements and related matters**

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

**Condition 19****OJP Training Guiding Principles**

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://www.ojp.gov/funding/implement/training-guiding-principles-grantees-and-subgrantees>.

**Condition 20**

Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$250,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$250,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$250,000)), and are incorporated by reference here.

#### **Condition 21**

Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope Grant Award Modification (GAM) to eliminate any inappropriate duplication of funding.

#### **Condition 22**

Required training for Grant Award Administrator and Financial Manager

The Grant Award Administrator and all Financial Managers for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2021, will satisfy this condition.

In the event that either the Grant Award Administrator or a Financial Manager for this award changes during the period of performance, the new Grant Award Administrator or Financial Manager must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after the date the Entity Administrator enters updated Grant Award Administrator or Financial Manager information in JustGrants. Successful completion of such a training on or after January 1, 2021, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://onlinegfmt.training.ojp.gov/>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

#### **Condition 23**

Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

**Condition 24**

Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

**Condition 25**

Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

**Condition 26**

Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) -- (1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "Personally Identifiable Information (PII)" (2 CFR 200.1) within the scope of an OJP grant-funded program or activity, or (2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

**Condition 27**

Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

**Condition 28**

Compliance with restrictions on the use of federal funds--prohibited and controlled equipment under OJP awards

Consistent with Executive Order 14074, "Advancing Effective, Accountable Policing and Criminal Justice Practices To Enhance Public Trust and Public Safety," OJP has prohibited the use of federal funds under this award for purchases or transfers of specified equipment by law enforcement agencies. In addition, OJP requires the recipient, and any subrecipient ("subgrantee") at any tier, to put in place specified controls prior to using federal funds under this award to



acquire or transfer any property identified on the "controlled equipment" list. The details of the requirement are posted on the OJP web site at <https://www.ojp.gov/funding/explore/prohibited-and-controlled-equipment> (Award condition: Compliance with restrictions on the use of federal funds--prohibited and controlled equipment under OJP awards), and are incorporated by reference here.

#### **Condition 29**

##### Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP 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. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP 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. See 31 U.S.C. 1352. 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 federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

#### **Condition 30**

##### All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.

#### **Condition 31**

##### Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

Among other items, 28 C.F.R. § 54.140 contains notice requirements that covered recipients must follow regarding the dissemination of information regarding federal nondiscrimination requirements.

#### **Condition 32**

The recipient understands that, in accepting this award, the Authorized Representative declares and certifies, among other things, that he or she possesses the requisite legal authority to accept the award on behalf of the recipient entity and, in so doing, accepts (or adopts) all material requirements that relate to conduct throughout the period of performance under this award. The recipient further understands, and agrees, that it will not assign anyone to the role of Authorized Representative during the period of performance under the award without first ensuring that the individual has the requisite legal authority.

#### **Condition 33**

##### Verification and updating of recipient contact information

The recipient must verify its Grant Award Administrator, Financial Manager, and Authorized Representative contact information in JustGrants, including telephone number and e-mail address. If any information is incorrect or has changed, the award recipient's Entity Administrator must make changes to contact information through DIAMD. Instructions on how to update contact information in JustGrants can be found at <https://justicegrants.usdoj.gov/training/training-entity-management>.

#### **Condition 34**

##### Confidentiality of data

The recipient (and any subrecipient at any tier) must comply with all confidentiality requirements of 34 U.S.C. 10231 and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. The recipient further agrees, as a condition of award approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, 28 C.F.R. 22.23.

#### **Condition 35**

##### Justice Information Sharing

Information sharing projects funded under this award must comply with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) must conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: [https://it.ojp.gov/gsp\\_grantcondition](https://it.ojp.gov/gsp_grantcondition). The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

#### **Condition 36**

Any organization using Office of Justice Programs grant funds, in whole or in part, to collect, aggregate, and/or share data on behalf of a government agency, must guarantee that the agency that owns the data and its approved designee(s) will retain unrestricted access to the data, in accordance with all applicable law, regulations, and BJA policy: a) in an expeditious manner upon request by the agency; b) in a clearly defined format that is open, user-friendly, and unfettered by unreasonable proprietary restrictions; and c) at a minimal additional cost to the requestor (which cost may be borne by using grant funds).

#### **Condition 37**

The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

#### **Condition 38**

##### Protection of human research subjects

The recipient (and any subrecipient at any tier) must comply with the requirements of 28 C.F.R. Part 46 and all OJP policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

#### **Condition 39**

##### FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$30,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$30,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit



organization that he or she may own or operate in his or her name).

#### **Condition 40**

The recipient agrees to comply with OJP grant monitoring guidelines, protocols, and procedures, and to cooperate with BJA and OCFO on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and/or site visits. The recipient agrees to provide to BJA and OCFO all documentation necessary to complete monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by BJA and OCFO for providing the requested documents. Failure to cooperate with BJA's/OCFO's grant monitoring activities may result in sanctions affecting the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to grant funds; referral to the Office of the Inspector General for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).

#### **Condition 41**

Required monitoring of subawards

The recipient must monitor subawards under this award in accordance with all applicable statutes, regulations, award conditions, and the DOJ Grants Financial Guide, and must include the applicable conditions of this award in any subaward. Among other things, the recipient is responsible for oversight of subrecipient spending and monitoring of specific outcomes and benefits attributable to use of award funds by subrecipients. The recipient agrees to submit, upon request, documentation of its policies and procedures for monitoring of subawards under this award.

#### **Condition 42**

The recipient agrees to submit to BJA for review and approval any product (e.g., curricula, training materials, publications, reports, videos, or any other written, web-based, or audio-visual, or other materials) that will be developed and published under this award at least thirty (30) working days prior to the targeted dissemination date. The current edition of the DOJ Grants Financial Guide provides guidance on allowable printing and publication activities. Any products developed under this award, (with the exception of press releases, web sites, and mobile applications), shall contain the following statements: "This project was supported by Grant No. <Award\_Number> awarded by the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice." (Note: A separate disclaimer has been developed and is required for web sites and mobile applications. No disclaimer is required for press releases.)

#### **Condition 43**

Any Web site that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages (i.e., pages (exclusive of documents) whose primary purpose is to navigate the user to interior content), and on any pages from which a visitor may access or use a Web-based service, including any pages that provide results or outputs from the service: "This Web site is funded in whole or in part through a grant from the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)." The full text of the foregoing statement must be clearly visible on the home page. On other pages, the statement may be included through a link, entitled "Notice of Federal Funding and Federal Disclaimer," to the full text of the statement.

#### **Condition 44**

Limit on use of grant funds for grantees' employees' salaries

With respect to this award, federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (An award recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

**Condition 45**

Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIIS") within SAM are posted on the OJP web site at <https://ojp.gov/funding/FAPIIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.

**Condition 46**

Regarding medication-assisted treatment (MAT), the award recipient understands and agrees that federal funds shall not be used to support activities that violate the Controlled Substances Act, 21 U.S.C. 801-904.

**Condition 47**

The recipient agrees to budget funds for two staff representatives to attend one three-day national meeting in Washington, D.C. each year for the life of the grant. (If a national meeting is not planned, funds must be used to attend a BJA approved training.) In addition, the recipient agrees to participate in BJA training events, technical assistance events, or conferences held by BJA or its designees, upon request.

**Condition 48**

The recipient agrees that no funds under this grant award (including via subcontract or subaward, at any tier) may be used for unmanned aircraft systems (UAS), which includes unmanned aircraft vehicles (UAV), or for any accompanying accessories to support UAS.

**Condition 49**

The recipient's budget (and budget narrative) is pending clearance by OJP.

Prior to budget clearance (and unless there is a more restrictive condition on this award, in which case the terms of that more restrictive condition apply): The recipient may not drawdown more than 10% of the award. Pre-clearance obligations, expenditures, and drawdowns may be disallowed if not in compliance with program requirements.

The recipient should be judicious in using award funds prior to budget clearance. Generally, OJP expects that recipients (depending on the specific project scope) may need to advertise for award-funded positions, pay personnel and fringe benefits for positions budgeted under the award, plan for project activities, attend training and pay training-related travel needed to begin the project, and engage in other limited activities conducted by recipient staff (i.e., generally not requiring a subaward or procurement contract under an award).

OJP will issue an Award Condition Modification upon budget clearance.

**Condition 50**

Withholding - Certification with respect to Federal taxes - award exceeding \$5 million (updated Aug. 2017)

The recipient may not obligate, expend, or draw down any funds under this award until it has submitted to the program manager, in a format acceptable to OJP, a formal written certification directed to OJP and executed by an official with authority to sign on behalf of the recipient, that the recipient (unless an exemption applies by operation of law, as described below)-- (1) has filed all Federal tax returns required for the three tax years immediately preceding the tax year in which the certification is made; (2) has not been convicted of a criminal offense under the Internal Revenue Code of 1986; and (3) has not, more than 90 days prior to this certification, been notified of any unpaid federal tax

assessment for which the liability remains unsatisfied, unless the assessment is the subject of an installment agreement or offer in compromise that has been approved by the Internal Revenue Service and is not in default, or the assessment is the subject of a non-frivolous administrative or judicial proceeding; and until an Award Condition Modification (ACM) has been issued to remove this condition.

[X] *I have read and understand the information presented in this section of the Federal Award Instrument.*

**Award Acceptance**

**Declaration and Certification to the U.S. Department of Justice as to Acceptance**

By checking the declaration and certification box below, I--

- A. Declare to the U.S. Department of Justice (DOJ), under penalty of perjury, that I have authority to make this declaration and certification on behalf of the applicant.
- B. 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 award acceptance: (1) I have conducted or there was conducted (including by applicant's legal counsel as appropriate and made available to me) a diligent review of all terms and conditions of, and all supporting materials submitted in connection with, this award, including any assurances and certifications (including anything submitted in connection therewith by a person on behalf of the applicant before, after, or at the time of the application submission and any materials that accompany this acceptance and certification); and (2) I have the legal authority to accept this award on behalf of the applicant.
- C. Accept this award on behalf of the applicant.
- D. 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.

**Agency Approval**

<b>Title of Approving Official</b>	<b>Name of Approving Official</b>	<b>Signed Date And Time</b>
Acting Assistant Attorney General	Brent J. Cohen	11/13/24 12:33 PM

**Authorized Representative**

[X]

**Entity Acceptance**

**Title of Authorized Entity Official**  
Division Director, DBHR, HCA

**Name of Authorized Entity Official**  
Teesha Kirschbaum

**Signed Date And Time**  
11/19/2024 3:18 PM

## REGIONAL CRISIS RESPONSE AGENCY COSSUP BUDGET 2025-2027

	Year 1 (2025) Planning				Year 2 (2026) Planning and Implementation				Year 3 (2027) Implementation and Evaluation			
Personnel	Benefits				Benefits				Benefits			
	Salary	Fixed	Variable	Total	Salary	Fixed	Variable	Total	Salary	Fixed	Variable	Total
Executive Director (0.1 FTE)	\$ 18,019	\$ 2,745	\$ 3,163	\$ 23,927	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supervisor (0.5 FTE)	\$ 72,212	\$ 13,724	\$ 12,678	\$ 98,613	\$ 74,739	\$ 14,836	\$ 12,995	\$ 102,569	\$ 77,355	\$ 14,836	\$ 13,450	\$ 105,640
Crisis Responder (1.0 FTE)	\$ -	\$ -	\$ -	\$ -	\$ 129,851	\$ 29,671	\$ 22,576	\$ 182,098	\$ 134,396	\$ 29,671	\$ 23,366	\$ 187,433
Travel/Conference	Description			Total	Description			Total	Description			Total
COSSUP Conference (1 x attendee)	Airfare			\$ 450	Airfare			\$ 464	Airfare			\$ 477
	Hotel			\$ 850	Hotel			\$ 876	Hotel			\$ 902
	Per Diem			\$ 350	Per Diem			\$ 361	Per Diem			\$ 371
	Group Transportation			\$ 60	Group Transportation			\$ 62	Group Transportation			\$ 64
	Year 1 (2025) Total			\$ 124,250	Year 2 (2026) Total			\$ 286,428	Year 3 (2027) Total			\$ 294,887

(2025-2027) Grand Total \$ 705,565

## COLA Assumptions

2025 3.50%

2026 3.50%

2027 3.50%

## Infl. %

2025 3%

2026 3%

2027 3%



## **MEMORANDUM**

**To:** RCR Executive Board  
**From:** Brook Buettner, Executive Director  
**Date:** January 27, 2025  
**Subject:** Executive Director Report

### **RECOMMENDATION:**

That the RCR Executive Board receive information from the Executive Director on several identified key areas, ask questions and provide feedback and direction.

**FORMAT NOTE:** New and emerging information is in grey boxes, with context/ historical information from previous memos below.

### **DISCUSSION:**

#### **Governance Bodies**

##### ***Principals Assembly***

The Principals Assembly will move to an annual meeting cadence starting in 2025.

##### ***Operations Board***

The RCR Operations Board met virtually on December 10, 2024. ConnectionsHealth, King County, and NORCOM provided information. King County reports no progress on reimbursement for transport to crisis facilities. Small group and regular virtual full-Board meetings are ongoing.

##### ***Community Advisory Group***

The Community Advisory Group continues to focus on recruitment for 2025. RCR staff has met with partners at Eastside Pathways, a coalition of organizations working for social justice and equity, to move support with recruitment and diversification of the Community Advisory Group.

#### **Operations**

##### ***2025 Agency Workplan***

RCR Staff has developed a 2025 Agency Workplan based on the priorities identified in the ILA and by this Board, which is included here as Attachment A. The workplan largely reflects a trajectory of continued refinement of our operational model, and improvement of the services RCR is offering

to community members in crisis. Notable projects for the year include:

- Continue to improve cross-jurisdictional deployment
- Implement additional Supervisor and Lead roles
- Design, recruit and hire on-call night shift

The workplan also reflects the ongoing commitment to supporting our team of hardworking and talented Crisis Responders; diversifying our funding to assure sustainability; managing and being responsive to community members and governance bodies; improving the crisis system in our region; and educating our broader community about the resources available to them when they call 911.

### ***Community Member Transport***

A Community Member Transport policy has been developed, in conjunction with WCIA and approved by the Kirkland City Attorney. This policy includes a liability waiver for community members to sign prior to being transported which specifies that the WCIA policy covering RCR vehicles does not include personal injury coverage. This policy went live 1/24/25.

### ***Staffing***

This month seven candidates, both internal and external, completed an initial interview panel. Three candidates were forwarded to a second, in-person interview, which will take place in early February.

### ***Crisis Facility Update***

RCR staff continues to work with ConnectionsHealth Crisis Facility staff to improve workflows. With the new Community Member Transport Policy in place, RCR leadership anticipates that referrals to the facility will increase. We have added an additional data collection element to our database to track the number of transports to the Crisis Facility.

In addition, the RCR Executive Director sat on the RFP Review Panel for the Crisis Care Center Levy North Region, and Levy funding will be announced within the next few months.

### **Budget and Grants**

#### ***Washington Health Care Authority/ Department of Justice Comprehensive Opioid, Stimulant, and Substance Use Program***

The Washington Health Care Authority applied for and was awarded a US Department of Justice Bureau of Justice Assistance Comprehensive Opioid, Stimulant, and Substance Use Program (COSSUP) grant to fund RCR's work. The award has not been finalized but the preliminary total award is \$705,565 over three years, to support staff time as we improve our response to the opioid crisis and people experiencing overdose.

The RCR Executive Board will be briefed more thoroughly on this funding under a separate agenda item.

### ***MIDD***

King County MIDD is now receiving invoices and making reimbursements for the grant period starting June 1, 2023. RCR Executive Director is also exploring the MIDD budget process for the 2025-2026 Biennium.

### **WASPC**

2.5 of the 3.0 Temporary FTE positions supported by the WASPC grant are actively working in the field. Recruiting continues for the unfilled 0.5 FTE. RCR, Kirkland Police Department and City of Kirkland fiscal staff have successfully submitted all invoices and documentation for the first fiscal year of this grant.

The WASPC RFP for the 2025-2027 award period is open and RCR Staff is partnering with Kirkland Police Department Staff to complete and submit an application packet. It is the plan of RCR Staff to apply for funding at the same level to continue to cover the cost of 3.0 FTE Crisis Responders.

### **Association of Washington Cities**

AWC is invoiced regularly for the cost of 2.0 FTE Crisis Responders. RCR Staff are providing monthly narrative reports. This is the third and final year of funding through the Alternative Response Team Grant.

### **Department of Justice Bureau of Justice Assistance**

The Department of Justice (DOJ) Bureau of Justice Assistance Connect and Protect Grant funding, previously awarded to the City of Shoreline/ RADAR Navigator Program, is now in the planning year. RCR staff is working with the Center for Human Services on the required Planning and Implementation Guide. This funding will allow RCR to subcontract with the Center for Human Services to offer Crisis Responders a dedicated front door to intake for outpatient services. This will be important because often outpatient services are not available for days or weeks.

The DOJ has requested a budget amendment, and work on this amendment is underway.

## **Landscape Analysis 2025 Legislative Session**

### ***\$100 Million Law Enforcement Hiring Grant Bill***

A bill initially proposed by Governor Ferguson to create a law enforcement hiring grant has been introduced in both the Senate ([SB 5060](#)) and the House ([HB 1435](#)). The Senate Bill was subsequently amended to specify that in addition to hiring local law enforcement, grants can also be used for peer counselors and behavioral health co-responders."

### ***Co-Response Definition Bill***

The Co-Responder Outreach Alliance (CROA), in partnership with the University of Washington, has drafted legislation to define co-response and create protections for co-response peer support. Representative Osman Salahuddin has agreed to sponsor this bill, which would improve the operating environment for RCR.

### ***Co-Response Workforce Development Funding Bill***

There will also likely be a companion bill introduced by Representative Greg Nance supporting workforce development and Co-Responder training through the University of Washington's Behavioral Health CORE Institute, which was created to support first responder and Co-Responder training. This bill is likely to have a significant fiscal note.

***Elected Officials and other stakeholders participating in RCR Ride-Alongs***

*Notable elected and stakeholder Ride-Alongs:*

Andi Smith, Executive Director, Ballmer Group Washington  
Washington State Representative Darya Farivar

*Upcoming or pending:*

Washington State Representative Nicole Macri  
Kelly Kinnison, CEO, King County Regional Homelessness Authority  
CM Betsy Robertson, Shoreline

**Board Action Recommended**

No formal action is recommended at this time.

Attachment A - RCR Agency 2025 Workplan



Regional Crisis Response Agency 2025 Annual Work Plan (with ILA Goal Numbers)					
	WORK PLAN ITEM	Q1	Q2	Q3	Q4
Governance Bodies	Executive Board	Approve Workplan	Annual Principals Assembly- JUNE?	Adopt budget adjustment	
	Operations Board (4.d, 4.e, 4.g, 4.i, 5.a.v)	Virtual and workgroup meetings	Virtual and workgroup meetings	Virtual and workgroup meetings	Re-convene full Operations Board in person, renew Workplan
	Community Advisory Group (5.b, 5.c)	Meeting, recruitment, working with community partners	Meeting, recruitment, working with community partners	Meeting, recruitment, working with community partners	Meeting, recruitment, working with community partners
Funders (4.i)	MIDD	2025 MOU with King County and RCR; CORE uploads monthly, quarterly report	CORE uploads monthly, quarterly report	CORE uploads monthly, quarterly report	CORE uploads monthly, quarterly report, annual questionnaire, draft 2024 Annual Report
	WASPC	WASPC Application packet in coordination with Kirkland PD	Annual Report	If funded, hiring additional WASPC 1.0FTE	
	AWC		Final Report		
	DOJ	GAM, Federal Freeze, planning year. Working on MOU with CHS. Ongoing reporting to DOJ.	Planning Year. Finalize MOU and workplan with CHS. Ongoing reporting to DOJ.	Implementation Year: Workflow development and monitoring. Ongoing reporting to DOJ.	Implementation Year: Workflow development and monitoring. Ongoing reporting to DOJ.
	HCA	Early contracting discussion with HCA	Contract, planning year	Planning year	Planning year
Operations	Team Support / Development (4.c, 4.f, 4.h, 5.a.i, 5.a.iii)	Onboarding Leads, hiring supervisor. Ongoing team support and training.	Finalize workplan and division of labor for Leads and Supervisors. Develop overnight on-call job description and hiring process. Ongoing team support and training.	Defensive Tactics training. Overnight on-call recruitment, hiring. Ongoing team support and training.	End of Year Team Support Activity. Overnight on-call recruitment, hiring. Ongoing team support and training.
	Policies and Procedures (4.a, 4.b, 4.c, 4.f, 4.g, 5.a.ii, 5.a.v)	Implement Community Member Transportation Policy	Right-size operational protocols with new leadership structure	Ongoing rolling review of P&P Manual	Ongoing rolling review of P&P Manual
	Cross-Jurisdiction Deployment (4.a, 4.b, 4.c, 4.g, 5.a.i, 5.a.ii, 5.a.iii)	Leads take on cross-training for all locations	Continue cross-training, suprvisors and leads explore models for cross-jurisdiction deployment, development of opreational and safety policies.	Continue cross-training, suprvisors and leads explore models for cross-jurisdiction deployment, development of opreational and safety policies.	Ongoing testing and improvement of cross-jurisdiction deployment, development of opreational and safety policies.
	Measuring Success / Data Collection Strategy (5.a.iv, 5.c)	Develop 2024 Data Dashboard, Work with NORCOM on data system improvements.	Ongoing utilization analysis. Explore AI capabilities for data trend analysis. Work with NORCOM on data system improvements.	Ongoing utilization analysis. Explore AI capabilities for data trend analysis. Work with NORCOM on data system improvements.	Ongoing utilization analysis. Explore AI capabilities for data trend analysis. Work with NORCOM on data system improvements.

<div> <div>Regional Crisis Response Agency</div> <div>2025 Annual Work Plan (with ILA Goal Numbers)</div> </div>					
	WORK PLAN ITEM	Q1	Q2	Q3	Q4
Community	Community Relations (5.b)	RCR 2024 Annual Report. Ongoing community education.	Council public safety study sessions. Ongoing community education.	Some public relations / press strategy. Ongoing community education.	Ongoing community education.
	Crisis System Coordination (4.d, 4.e)	Legislative Session, Coordination with Crisis Facility on drop off (4.d)	Work with HCA to improve direct funding for co-response programs, Coordination with Crisis Facillity on drop off (4.d)	Work with HCA to improve direct funding for co-response programs	Work with HCA to improve direct funding for co-response programs
Fiscal Agent	Budget and Reporting	2024 Fourth Quarter Report	2024 Financial Reporting; 2025 First Quarter Report	2025 Second Quarter Report	2025 Third Quarter Report
	Billing and Accounts Payable	Participant Agency Billings; COK Invoices to RCR	Participant Agency Billings; COK Invoices to RCR	Participant Agency Billings; COK Invoices to RCR	Participant Agency Billings; COK Invoices to RCR
	Grant Management	Grant support; Grant reimbursements; apply for any appropriate funding opportunities	Grant support; Grant reimbursements; apply for any appropriate funding opportunities	Grant support; Grant reimbursements; apply for any appropriate funding opportunities	Grant support; Grant reimbursements; apply for any appropriate funding opportunities