

# Application for Funding Assistance

Florida Department of Law  
Enforcement Justice Assistance Grant -

Section 1 Administration

## Subgrant Recipient

**Organization Name:** Brevard County Board of Commissioners

**County:** Brevard

## Chief Official

**Name:** Rita Pritchett

**Title:** Chair

**Address:** 2572 North Courtenay Parkway  
Suite 200

**City:** Merritt Island

**State:** FL **Zip:** 32952-4119

**Phone:** 321-454-6601 **Ext:**

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**Email:** D2.Commissioner@BrevardFL.gov

## Chief Financial Officer

**Name:** Steve Burdette

**Title:** Finance Director

**Address:** Post Office Box 1496

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**State:** FL **Zip:** 32780-1496

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# **Application for Funding Assistance**

Florida Department of Law Enforcement

Justice Assistance Grant - County-wide

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## Implementing Agency

**Organization Name:** Brevard County Sheriff's Office

**County:** Brevard

## Chief Official

**Name:** Robert Ivey  
**Title:** Sheriff  
**Address:** 700 South Park Avenue  
**City:** Titusville  
**State:** FL **Zip:** 32780-4007  
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## Project Director

**Name:** Cindy Speece  
**Title:** Acting Finance Supervisor  
**Address:** 700 South Park Avenue  
**City:** Titusville  
**State:** FL **Zip:** 32780-4007  
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## **Section 2: Project Overview**

### **General Project Information**

**Project Title:** TRANSPORTATION/BOOKING SYS IMPROVEMENNTPRG XVIII  
**Subgrant Recipient:** Brevard County Board of Commissioners  
**Implementing Agency:** Brevard County Sheriff's Office  
**Project Start Date:** 10/1/2020      **End Date:** 9/30/2021

### **Problem Identification**

The Brevard County Sheriff's Office is the primary law enforcement service provider for over 207,000 citizens who live in the unincorporated areas of Brevard County. However, the Brevard County Jail services the entire county population of over 552,000 citizens and the 3 million tourists that visit Brevard each year. The Brevard County Jail has an average daily population of over 1,400 inmates and processes over 20,000 arrested persons annually.

Brevard County is a linear County 26 miles wide and 72 miles long. Transporting arrested persons from the field to one location in the north end of the county (the jail's location) is logistically difficult and extremely time consuming. When deputies/officers arrest a person in the central and south ends of the county, they have to transport prisoners as much as 60 miles one way to the county jail. In doing so, they often leave an assigned patrol zone that is usually left vacant until the deputy/officer returns. This creates officer safety problems for existing patrol units with little or no backup. In many cases, deputies/officers would be out of service for up to 4 hours transporting and booking prisoners, one at a time or collectively, into the county jail.

The uncoordinated prisoner transport process also creates an impediment to the timely booking process for corrections officers at the county jail. Many of the municipal police departments hold arrestees until shift change and transport all arrestees at once to the county jail. This creates a surge of inmates during times when disruptive schedule changes occur in the jail personnel. Additionally, Correctional Officers must complete and correct booking packages taking additional time to process the arrestee. As a result, prisoner booking at the county jail has been a very time consuming and inefficient process. Moreover, prior to the implementation of this program, 30% of the booking packages completed by the local police departments were incomplete or incorrectly submitted. An acceptable error rate is between 5 to 10%, and with this program in place, the error rate can be maintained at a rate below 10%, as it is currently 0%!

Brevard County does not have sufficient funds budgeted to fund this program and is in need of grant funds.

This is a continuation of grant number 2019-JAGC-357

### **Project Summary {Scope of Work}**

The project submitted by the Brevard County Sheriff's Office is the continuation of the Prisoner Transportation/Booking System Improvement Program. The program is

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currently in the seventeenth year of successful implementation. The program provides for the coordinated prisoner transportation to the county jail for the Sheriff's Office and all the municipalities in Brevard County. The deputies' primary mission will be pick up and transport of arrestees, examine and review booking packages, preliminary screen arrestees for medical needs, and educate local jurisdictions on standardized booking packages. The grant has eliminated thousands of hours of police transport of arrestees to the Brevard County Jail. Without the continuation of these funds, this program will not be able to continue due to the limited funding provided by the Brevard County Board of County Commissioners for Sheriff's Operations.

As the Sheriff's Office continues to provide the countywide transportation of people arrested throughout the county to the jail facility, we will continue to coordinate adequate staffing to process the incoming arrestees, as well as controlled queuing of those processed, and enhanced efficiency of the booking process. Arrest paperwork will continue to be examined when the prisoner is picked up by the Transportation Deputy, ensuring booking officers will have standardized, completed paperwork expediting the booking process. Subsequently, all municipalities in Brevard County will continue to benefit from this program. During the past year, the program transported 4,939 prisoners and saved over 5,200 law enforcement patrol hours. In addition, errors in the booking packages submitted to the Booking Unit for the previous year were below the 10% threshold, they were 0%. Thus, the benefits to the patrol resources of the over one thousand police officers and deputy sheriffs in Brevard County are positive and far reaching. These include: increased officer safety, increased citizen safety, increased patrol coverage and a significant increase in the overall efficiency of the law enforcement patrol deployment in Brevard County.

Grant funds will be used to pay partial salaries and benefits for three (3) federally grant-funded positions for the Brevard County Sheriff Office. These three (3) positions will be available to support the Prisoner Transportation/Booking System Improvement Program by coordinating prisoner transport. The positions funded by the grant are employed on a continual basis.

The minimum performance for this position, including minimum time frames for prisoner transport, as well as the availability for this position will be in accordance with the local employment agreement and/or position description. This position will be overseen and managed by the Brevard County Sheriff's Office. Documentation to support costs and activities will consist of timesheets, payroll records, paystubs, and/or agency records systems. All documentation to support use and expenditure of grant funds, including the establishment/sustainment of a net personnel increase, will be available for review during grant monitoring.

The deliverable for this agreement is the quarterly performance of the tasks and activities described in the scope of work, for an 80-hour pay period in accordance with local agency employment agreement and/or position description. Brevard County will request reimbursement of allowable costs identified in Section 4, pages 1-2 on a quarterly basis.

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Section 1 (Continued)

## General Financial Info:

**Note: All financial remittances will be sent to the Chief Financial Officer of the Subgrantee Organization.**

**Financial Reporting Frequency for this Subgrant:** Quarterly

**Is the subgrantee a state agency?:** No

**FLAIR/ Vendor Number:** 596000523

## Budget:

Budget Category	Prime	Match	Total
Salaries and Benefits	\$145,587.00	\$0.00	\$145,587.00
Contractual Services	\$0.00	\$0.00	\$0.00
Expenses	\$0.00	\$0.00	\$0.00
Operating Capital Outlay	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
-- Totals --	\$145,587.00	\$0.00	\$145,587.00
Percentage	100.0	0.0	100.0

## Project Generated Income:

**Will the project earn project generated income (PGI)?** No

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## **Budget Narrative:**

Budget Narrative:

**SALARIES AND BENEFITS: \$145,587**

The Prisoner Transportation/Booking System Improvement Program will fund 3 sworn deputy positions.

The grant will be charged at 100% of salaries and benefits until all funds budgeted for the positions are expended. The average hourly rate of the 3 officers is \$38.67 at approximately 3,765 hours will be paid by the grant. The agency will continue to fund the positions through the end of the grant period. The grant will provide approximately 60.66% funding of these position's salaries and benefits.

**SWORN POSITION 1** - Approximately 55% of Position 1 will be funded by this grant and 45% by Brevard County Sheriff's Office.

**\$84,462 TOTAL SALARIES AND BENEFITS**  
**\$29,690 WAGES**  
**\$2,271 FICA 7.65%**  
**\$7,565 RETIREMENT 25.48%**  
**\$ 994 WORKER COMP 3.35%**  
**\$5,814 HEALTH INS.**  
**\$46,334 TOTAL Cost Allocated to Grant**

**SWORN POSITION 2** - Approximately 65% of Position 2 will be funded by this grant and 35% by Brevard County Sheriff's Office.

**\$75,450 TOTAL SALARIES AND BENEFITS**  
**\$30,795 WAGES**  
**\$2,355 FICA 7.65%**  
**\$7,846 RETIREMENT 25.48%**  
**\$1,031 WORKER COMP 3.35%**  
**\$6,902 HEALTH INS.**  
**\$48,929 TOTAL Cost Allocated to Grant**

**SWORN POSITION 3** - Approximately 62% of Position 3 will be funded by this grant and 38% by Brevard County Sheriff's Office.

**\$81,374 TOTAL SALARIES AND BENEFITS**  
**\$32,065 WAGES**  
**\$2,452 FICA 7.65%**  
**\$8,170 RETIREMENT 25.48%**  
**\$1,074 WORKER COMP 3.35%**  
**\$6,563 HEALTH INS.**  
**\$50,324 TOTAL Cost Allocated to Grant**

Any amount over the grant allocation will be the responsibility of the Brevard County Sheriff's Office.