



COLORADO

Division of Homeland Security & Emergency Management

Department of Public Safety

Funding Opportunity

Application Due: Friday, May 03, 2024 by 5:00 PM MST

**Colorado Preventing Identity-Based Violence
Grant Program**

**Colorado Division of Homeland Security and Emergency Management,
Office of Prevention and Security
FY 2024-2025 Grant Application
Colorado Preventing Identity-Based Violence Grant Program**

Program Description	3
Program Overview, Goals, and Priorities	3
A. Overview	3
B. Goals	3
C. Priorities	4
Application and Award Information	4
A. Award Details	4
B. Application Timeframe	4
C. Application Submissions	4
D. Awarding Agency Contact Information	4
Eligibility	4
A. Eligible Applicants	4
B. Application Eligibility Criteria	5
C. Application Restrictions and Eligible Costs	6
Application Review Information	6
A. Application Evaluation Criteria	6
B. Review and Selection Process	7
Application Tracks and Project Types	7
Promising Practices	7
A. Bystander Engagement and Training	7
B. Media Literacy and Online Critical Thinking Initiatives	8
C. Threat Assessment and Management Teams	8
D. Referral Services	9
E. Recidivism Reduction and Reintegration	9
Innovation	10
Colorado Preventing Identity-based Violence Grant Program Application 2024	11
Project Abstract: 5 points	11

Project Narrative: 70 points	12
A. Needs Assessment: 15 points	12
B. Implementation and Measurement Plan (IMP): 35 points	13
C. Organization(s) and Key Personnel: 10 points	14
D. Sustainability: 10 points	14
Budget Detail and Narrative: 25 points	15
A. Budget Worksheet	15
B. Budget Narrative	15
Attachments	17
A. Completed Preventing Identity-based Violence Grant Program Application	17
B. Completed Implementation and Measurement Plan (IMP) and Risk Management Plan	17
C. Documentation of Commitment/Support	17
D. Letters of Recommendation (Optional)	17
Colorado Preventing Identity-based Violence Grant Program Application Certification	18
Appendix A: Implementation and Measurement Plan (IMP) Template	19

Program Description

Program Overview, Goals, and Priorities

A. Overview

Identity-based violence is any act of violence motivated by the perpetrator's perception of their victim's identity; for example, their race, gender, sexuality, religion, or political affiliation. Identity-based violence encompasses hate crimes, violent extremism, and mass violence.

Colorado has an unfortunate history of identity-based violence, including mass attacks that have inspired copycat incidents elsewhere. Societal conditions exacerbate the persistent threat of identity-based violence in Colorado, including (but not limited to): political or economic crises, widespread disinformation, lack of trust in the media or government, growth in number and legitimacy of groups who use violence or the threat of violence, and the use of hate speech or dehumanizing language against groups. Individual risks also increase the potential for identity-based violence in Colorado, including (but not limited to): not feeling valued or represented by peers or those in decision-making roles, not feeling in control of one's life, belief that certain groups are responsible for problems or pose a threat to personal security or prosperity, and belief that certain groups are less legitimate or less human and deserve punishment.

No community is immune to identity-based violence. Consistent and collaborative effort is required to prevent acts of identity-based violence in Colorado. The Colorado Information Analysis Center (CIAC) within the Colorado Division of Homeland Security and Emergency Management (DHSEM) pursues a whole of state approach to preventing identity-based violence with a focus on equipping local communities in Colorado with the resources and tools required to address identity-based violence. The CIAC supported Colorado Preventing Identity-Based Violence Grant Program funds the creation of promising, innovative, and sustainable approaches to prevention both online and in local communities. This program supports projects that prevent all forms of identity-based violence and that address the goals and priorities below.

B. Goals

Eligible applicants must indicate in the application that the grant funds will be used to further at least one of the following three goals:

- a. Building awareness for the prevention and intervention of identity-based violence within Colorado communities;
- b. Strengthening local collaboration and capabilities for prevention and intervention of identity-based violence; or
- c. Establishing sustainable support for the prevention and intervention of identity-based violence.

C. Priorities

Eligible applicants must indicate in the application that the proposed project aligns with at least one of the following fiscal year 2024 priorities:

- Enhancing local threat assessment and management capabilities;
- Engaging under served and rural Colorado communities in prevention;
- Increase accessibility to wrap-around services; and
- Implementing innovative solutions for preventing identity-based violence in Colorado.

Application and Award Information

A. Award Details

- Available Funding for FY 2024: \$923,006
- Period of Performance: 12 months
- Project Period Start Date: July 01, 2024
- Project Period End Date: June 30, 2025
- Funding Instrument: Discretionary Grant

B. Application Timeframe

- Application Submission Deadline: May 03, 2024; 5:00 PM MDT
- Grant Awarded to Applicants Deadline: May 31, 2024
- Grant Award Notification on Website Deadline: June 07, 2024

C. Application Submissions

- Eligible applicants must submit their acceptable signed application via email to cdps_ptv_grants@state.co.us by the deadline listed above.
- By submitting an application, applicants agree to comply with the requirements of this application and the terms and conditions of the award, should they receive an award.

D. Awarding Agency Contact Information

- Program Office Contact: The CIAC is the overall programmatic lead for the Preventing Identity-Based Violence Grant Program. For questions related to the project design and other programmatic-related elements of the program, please contact the CIAC via email at cdps_ptv_grants@state.co.us

Eligibility

A. Eligible Applicants

- County, municipality, or city and county, and any agency thereof;
- American Indian Tribe;

- c. Law enforcement agency;
- d. District attorney's office;
- e. Educational entity, including school district; a board of cooperative services; a district charter school or an institute charter school operating pursuant to Article 30.5 of Title 22; a state institution of higher education, as defined in Section 23-18-102 (10)(a); a local district college, created pursuant to Article 71 of Title 23; an area technical college, as defined in Section 23-60-103; or a private institution of higher education, as defined in Section 23-18-102 (9); or
- f. Nonprofit organization that is exempt from taxation under Section 501 (c)(3) of the federal "Internal Revenue Code of 1986", as amended, which may be a community-based nonprofit organization that has experience working with those affected by identity-based violence.

Eligible applicants that are not a community-based nonprofit organization that has experience working with those affected by identity-based violence must partner with a community-based nonprofit organization with that experience to carry out the project funded by the grant program.

Applicants must have a DUNS number (Dun & Bradstreet). To verify a DUNS number, update information, or apply for a DUNS number, visit <https://www.dnb.com/duns-number.html>

B. Application Eligibility Criteria

- a. Applications that are not submitted by the stated Application Submission Deadline will not be reviewed or considered for funding.
- b. All applications must include the required elements for all applications, as well as specific requirements of the projects they are proposing, including but not limited to: performance measures for each project type. Failure to provide a complete application or significant deviation from the requirements can cause an application to be ineligible or not reviewed or considered for funding.
- c. Eligible applicants must demonstrate they have sufficient authority and capacity to implement the prevention project outlined in their application, including the capability to engage the participants the eligible applicants propose to include in their projects.
- d. Proposed prevention projects shall not infringe on individual privacy, civil rights, and civil liberties. Prevention projects shall describe any potential impacts to privacy, civil rights, and civil liberties and ways in which the eligible applicants will prevent or mitigate those impacts and administer their prevention projects in a nondiscriminatory manner.
 - i. Applications that describe programs, projects, or activities that do not appropriately protect privacy, civil rights, or civil liberties will be deemed ineligible for funding.
- e. Eligible applicants who are a law enforcement agency shall comply with the requirements set forth in 28 CFR Part 23 with regard to the collection, maintenance, and use of intelligence information learned by the agency through a project funded with an

award from this grant program, regardless of whether the agency is a direct recipient or is acting in partnership with a recipient.

- i. Applicants who are not a law enforcement agency shall not collect or maintain intelligence information about the political, religious, or social views, associations, corporation, business partnership, or other organization.
- f. A cost share or cost match is not required.

C. Application Restrictions and Eligible Costs

- a. Applications that only consist of research are not eligible under this grant program. Research is an allowable expense; however, eligible applicants must propose to implement one or more prevention capabilities during the Period of Performance and must demonstrate how any proposed research will support that implementation.
- b. Extensions to the Period of Performance are not allowed.
- c. Equipment costs are not allowed under this program. Equipment is defined as tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level for financial statement purposes. Additionally, this grant program does not allow costs for supplies or equipment related to emergency communications, tactical response, or related costs.
- d. Pre-Award Costs are NOT allowed under this grant program (costs incurred or work completed prior to the award date).
- e. Recipient(s) shall not use any part of an award as matching funds for other grants or cooperative agreements, or for lobbying efforts, litigation costs, or intervention in regulatory or adjudicatory proceedings.
- f. Up to 5% of the award may be used for management and administration of the grant funds.
- g. Planning, training, exercises, and domestic travel are allowed under this grant program.

Application Review Information

A. Application Evaluation Criteria

The Office of Prevention and Security (CIAC) will review applications submitted in two application tracks, based on project type. Applications will be scored on the following merit criteria and will be assigned points up to the maximum number of points listed for the below criteria for a total maximum score of 100 points. Application tracks and a detailed description of the required elements associated with the scoring criteria are provided below.

- a. Abstract: 5 points
- b. Project Narrative: 70 points
- c. Budget Detail and Narrative: 25 points

B. Review and Selection Process

- a. The CIAC in coordination with the Office of Grants Management will review applications submitted by the deadline against the eligibility criteria outlined above.
- b. The CIAC will convene a panel of subject matter experts (SMEs) in identity-based violence, prevention, or related subjects drawn from the CIAC and/or other partner agencies/organizations to review each application deemed eligible. The panel will review applications by application track and project type identified below. If, in the opinion of the panel, there are not sufficient high-quality applications in a given project type, no awards will be made in that project type. The panel will develop a recommendation on which projects, or portion of projects, to award based on the quality of the application and some or all of the following additional factors:
 - i. Meeting the goals and fiscal year priorities identified above;
 - ii. Achieving diversity in project type while avoiding duplication of effort;
 - iii. Achieving geographic diversity (to include regions as well as type (e.g., urban, suburban, rural));
 - iv. Achieving diversity in eligible applicant type; and
 - v. Maximizing the use of funds.
- c. The panel's recommendations shall provide a listing of projects for award that will account for the entire amount of funds available under this opportunity and a reserve list of awards in order of scoring. The reserve list will be used to replace applications if a selected application fails to accept an award or is found to be ineligible for funding.

Application Tracks and Project Types

All applicants should indicate clearly whether they are applying in the Promising Practices or Innovation Track and identify the project type(s), if applicable.

Promising Practices

This track will fund prevention projects to establish, enhance, or expand a Colorado local prevention framework that reaches all segments of their locality or as part of an online focused prevention initiative. There are five promising practices project types. Applicants may propose one or more project types to include in their project. The project type(s) submitted must align with the general project types, including required elements, outlined below. CIAC anticipates making approximately \$693,000 in awards in the Promising Practices track.

A. Bystander Engagement and Training

- a. Eligible entities may apply for funding to build or expand programs that encourage community engagement, education, and resilience against radicalization to violence. Applicants for this project must describe how the intended activities will address early-stage radicalization to violence through coordination and engagement activities that

reduce community vulnerability to associated risk factors or enhance protective factors. Applicants must describe how intended outcomes seek to increase community resilience to radicalization to violence through the understanding of threat prevention, improved social cohesion, reduced inter-group tensions, or reduced youth vulnerability. This may include Bystander Training in their local community. If applicants propose developing training, topics covered in the curricula shall include risk factors, behavioral changes, and provide a locally relevant list of services or contact information for providers to make referrals. Applicants should describe the main themes of the training that will be included in the proposed curricula. Successful applicants will propose their intended target audience(s) and how they will engage individuals to participate.

- b. Required Performance Measures
 - i. Number of community engagement events;
 - ii. Number of participants at events and/or training;
 - iii. Aggregate-level demographic information on participants; and
 - iv. Other measures sufficient to ensure the project is being implemented as designed and as determined by CIAC following award.

B. Media Literacy and Online Critical Thinking Initiatives

- a. Eligible entities may apply to develop and deliver media literacy/online critical thinking education as part of standalone classes or integrated into a larger curriculum. Topics covered in proposed curricula shall include understanding bias in communication, recognizing and verifying sources of information, and how communications attempt to target or persuade individuals and groups. Applicants should describe the main themes of lesson plans that will be included in the proposed curricula. Successful applicants will demonstrate ready access to the target population with a letter of support/intent to participate.
- b. Required Program Monitoring Measures
 - i. Number of participants enrolled in the course;
 - ii. Number of participants who complete the course;
 - iii. Aggregate-level demographic information on participants;
 - iv. Aggregate data on results of skills-based tests; and
 - v. Other measures sufficient to ensure the project is being implemented as designed and as determined by CIAC following award.

C. Threat Assessment and Management Teams

- a. Eligible entities may apply for funding to develop a threat assessment and management capability. This capability must include training for practitioners, development of protocols for handling referrals, and work with individuals with risk factors for targeted violence and terrorism.
- b. Required Program Monitoring Measures

- i. Number of members of threat assessment and management team including professional background or other organizational affiliation (e.g., school counselor, faith leader, etc.);
- ii. Information regarding how often team meets and for what purpose;
- iii. Number of cases opened including: Identified risk factor(s), Identified behavioral changes, Identified extremist ideology (if any), Specific grievance (if identified);
- iv. Number of referrals for outside services including service type (e.g., mental health, substance abuse, job skills, housing assistance);
- v. Case status: (active, in progress, closed). If “closed,” outcome of case (e.g., resolved, referred to law enforcement, etc.);
- vi. Anonymized case studies illustrating the threat management process; and
- vii. Other measures sufficient to ensure the project is being implemented as designed and as determined by CIAC following award

D. Referral Services

- a. Eligible entities are invited to apply for funding to establish or expand a referral service (telephone, text, app, online, etc.) to address crises with callers, assessing whether they have risk factors for targeted violence or terrorism, and providing resources and referrals to individuals seeking help. Successful applicants will have an implementation plan that describes the methods for training hotline counselors, establishing protocols for referring callers for additional assessment and management resources or to law enforcement if there is an imminent threat of harm, and a description of where individuals will be referred.
- b. Required Program Monitoring Measures
 - i. Number of calls, by type of call;
 - ii. Number of individuals referred to additional services;
 - iii. Number of callers referred for threat assessment and management;
 - iv. Number of calls referred to law enforcement; and
 - v. Other measures sufficient to ensure the project is being implemented as designed and as determined by CIAC following award.

E. Recidivism Reduction and Reintegration

- a. Eligible entities are invited to apply for funding to develop institutional or community-based recidivism reduction and reintegration programs, to reduce risk factors and promote protective factors in individuals re-entering society, following release, and in probation or deferral programs. Applications should describe the risk factors they will examine and how they will select individuals for participation in the programming and the services to be provided (For example, individuals who have previously committed hate crimes). The application should also describe the assessment tools and other methods they will use to measure progress of individuals through the program.
- b. Required Program Monitoring Measures
 - i. Number of individuals recommended for violence rehabilitation program(s);

- ii. Number of individuals enrolled in violence rehabilitation programs;
- iii. Number of individuals that completed violence rehabilitation programming;
- iv. Status of cases (active, in progress, closed). If “closed,” outcome of case (e.g., resolved, referred to law enforcement, USAO, etc.); and
- v. Other measures sufficient to ensure the project is being implemented as designed and as determined by CIAC following award.

Innovation

This track is for projects that approach the broader goal of targeted violence prevention in new or untested ways. This can include 1) a project that does not generally fall within the project types specified under “Promising Practices,” 2) a new theory of change that has not been previously implemented, or 3) a unique or underserved target population.

CIAC seeks to continue to spur innovation in prevention by soliciting applications for new project ideas that can enhance prevention capabilities in local prevention frameworks. Any projects that meet one of the objectives listed above are eligible, especially projects that implement one or more of the priorities above. All applicants must specify which objective(s) their proposed project will meet. Projects in this category should have not yet been implemented in the Colorado. CIAC anticipates making approximately \$230,000 in awards in the Innovation track.

Required Performance Measures: Measures sufficient to ensure the project is being implemented as designed and as determined by CIAC following award.



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Colorado Preventing Identity-based Violence Grant Program Application 2024

Legal Name of Agency/Organization:

DUN (Dun and Bradstreet) Number:

Applicant Agency/Organization Type:

Partner Community-Based Nonprofit Organization, if applicable:
(Refer to Eligibility Section A)

Physical Address of Primary Applicant (street number and name, city, state, postal code):

Application Track:

Application Project Type(s), if applicable:

Project Abstract: 5 points

Provide a brief description of the core elements of the proposed project that is no more than 200 words and suitable for public release.

Project Narrative: 70 points

A. Needs Assessment: 15 points

The Needs Assessment is used to identify capacity and gaps between current conditions and desired outcomes, and assists in focusing the project proposal on how it will help the local community. The Needs Assessment should include:

- a. Target population of services (group of individuals expected to use proposed project) and the estimated number of people within that population
- b. An inventory of the current programs that service the target population, including how they are similar and different to the proposed project
 - i. If the proposed project is intended to expand an existing program, indicate that here
- c. Assess the needs of the entire community to access the proposed project, including individuals with limited English proficiency, disabilities, and unique barriers to accessing the grant funded services

B. Implementation and Measurement Plan (IMP): 35 points

The IMP will allow applicants to manage implementation of the proposed project and track the implementation against expectations. All recipients will be expected to provide quarterly reports on the progress of project implementation and a final summary report. Utilize the IMP Template in Appendix A to provide the following information:

- A. Program Goals, Objectives, and Activities
 - a. Goals: Visionary long-term statements that are not resource dependent, but rather should explain how this program supports the CIAC’s program goals and annual priorities outlined in the Program Overview, Goals, and Priorities Section B above.
 - b. Objectives: Specific, measurable, achievable, relevant, and time-bound (SMART). Objectives are statements of the conditions the project is expected to achieve within the timeframe of the grant and using the resources provided.
 - c. Activities: The specific tasks to be accomplished, timeframes, and resources needed (personnel, equipment, meeting space, etc.), and how project results will be sustained
- B. Required performance measures indicated for each project type above
 - a. Indicators and data that will be used to assess the level and type of outcomes achieved, the data collection methods to be used, and timeframes for collecting data, noting that some indicators may require collection of baseline data at the start of the project for comparison.
- C. Likelihood of Success
 - a. Describe your authority and capacity to implement the project outlined in this grant application, including the capacity to engage the participants proposed to be included in the project
 - b. Describe any potential impact of the project on individuals’ privacy, civil rights, and civil liberties and explain how you will prevent or mitigate those impacts and administer the project in a nondiscriminatory manner

C. Organization(s) and Key Personnel: 10 points

- a. Describe your organization and the key personnel who will be working on the project, including vendors if applicable. Include details on how the expertise of the key personnel will be used to carry out the project.
- b. Provide position descriptions when the personnel have not yet been hired (if applicable)
- c. Describe the community-based nonprofit organization that you have partnered with and how funds will be allocated between you and the partner nonprofit (if applicable)

D. Sustainability: 10 points

Discuss how the capabilities of your proposed project will be sustained following the period of performance.

Attachments

A. Completed Preventing Identity-based Violence Grant Program Application

Complete the PDF fillable application form within this document. Submit it in an email to cdps_ptv_grants@state.co.us with the following additional attachments.

B. Completed Implementation and Measurement Plan (IMP) and Risk Management Plan

Download the Microsoft Word version of Appendix A below and complete. Submit a PDF version with your application.

C. Documentation of Commitment/Support

Include letters of commitment or support (or other documentation such as Memorandum of Understanding/Agreement) of any outside entities, agencies, or jurisdictions described in your application that are critical to the success of the project.

D. Letters of Recommendation (Optional)

Applicants may attach up to three letters of recommendation from subject matter experts in the field of identity-based violence prevention or key stakeholders in the planned area of performance which recommend their application to CIAC.

Colorado Preventing Identity Based Violence Grant Program 2024 Implementation and Measurement Plan (IMP) Template

Appendix A: Implementation and Measurement Plan (IMP) Template

DOWNLOAD the Microsoft Word IMP template provided separately. Modify the template to match the number of goals your specific project requires. For each goal in the IMP, create an Implementation Plan table and a Measurement Plan table. Applications will be evaluated on the impact of the proposed project and whether applicants will be able to achieve the stated goals and objectives as measured against the stated performance measures/indicators. It is therefore critical that this plan is completed as comprehensively as possible.

A. In the Implementation Plan table:

After reviewing the example table, delete the “Example Goal 1 Implementation Plan” and fill in your project plan within the blank Implementation Plan table further down within this template.

- a. Type each activity in a separate row; add as many rows as needed
- b. Arrange activity rows chronologically by the start date of the activity; timeline can be by quarter, specific dates, or any other time measure appropriate to the project
- c. The plan should span the full year of performance under this grant program

B. In the Measurement Plan table:

After reviewing the example table, delete the “Example Goal 1 Measurement Plan” and fill in your project plan within the blank Measurement Plan table further down within this template.

- a. Type each performance measure in a separate row. Every key activity in your implementation plan table should have at least one corresponding performance measure and target within the measurement table
- b. Map each performance measure to the relevant activity by including the numerical code of the activity to which it applies (e.g. 1.1.1, 1.1.2, etc.)
- c. Include performance measures and targets that will measure the results of the relevant activity in line with that activity’s corresponding goal and objective. It is not necessary to have more than one performance measure and corresponding target for an individual activity if one is sufficient to measure the successful implementation of that activity
- d. Identify and/or design data collection methods to be used to obtain the data that will be reported on quarterly
 - i. Data collection methods should be specific and timebound. Any expenses incurred from the collection of data must come from the grant already awarded. No additional funds will be made available by CIAC for this purpose
- e. The information in the “Performance Measures” column of the Measurement Plan should align with the information in the “Anticipated Outputs” column of your Implementation Plan

Agency/Organization Name	Douglas County Sheriff's Office
Partner Nonprofit Organization Name (if applicable)	Cherry Hills Community Church
Project Title	Life Safety Training Assistance Program for Faith Based Organizations
Problem Statement (Clear description of the issue, challenge, or need the proposed project seeks to address)	<p>There are currently no clearly established minimum training standards for church life safety teams in regards to topics or hours.</p> <p>Houses of Worship have difficulty paying for proper life safety training.</p>
Overall Program Goal(s) & Priorities Addressed (Description of which of the three program goals listed above the project furthers, and which fiscal year 2022 priorities it aligns with)	<p>This project has the following goals:</p> <ol style="list-style-type: none"> 1. Establish minimum training standards for a House of Worship life safety team. 2. Develop qualified trainers to provide training. 3. Conduct outreach to the Houses of Worship in Douglas County and establish their need for training and/or a site survey. 4. Develop a request and approval process for all Houses of Worship that apply for training. 5. Develop a class roster and provide it to all trainers that captures all necessary data for accurate tracking. 6. Develop a documentation and payment process to pay for approved training through the grant funding. 7. Host a Security in Faith Seminar to promote, build relationships, and provide further training to Houses of Worship.
Likelihood of Success (Your authority and capacity to implement the project outlined, including the capacity to engage the target population. Describe any potential impact of the project on individuals' privacy, civil rights, and civil liberties and explain how you will prevent or mitigate those impacts)	<p>The Douglas County Sheriff's Office has earned the Triple Crown Award because it's accredited by the Commission on the Accreditation of Law Enforcement Agencies, The American Correctional Association's Commission on Accreditation for Corrections, and the National Commission on Correctional Healthcare. Achieving these accreditations individually is a daunting task. Acquiring all three at the same time is an extraordinary feat. In fact, the Triple Crown distinction is so rare, that since the establishment of the award in 1993, fewer than 40 Sheriffs' Offices have qualified. DCSO also holds Public Safety Communication Accreditation. DCSO's mission states, "partnering with the community in our unwavering commitment to safeguard life, rights, and property, while enforcing the law fairly. We will be accountable, transparent, and respectful as we adapt our training and resources to meet the evolving needs of Douglas County." The Community Resource Unit of</p>

	the Douglas County Sheriff’s Office will have five trained employees who will help manage the program. Their responsibilities will include planning, training, and providing security surveys. Additionally, we are proud to have partnered with three municipalities in the county and their representatives will also attend the classes and assist with security surveys in their respective jurisdictions.
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Goal 1: Establish minimum topics and hours to train a House of Worship Life Safety Team

Goal 1 IMPLEMENTATION PLAN

Objectives	Activities	Inputs/Resources	Timeframe	Anticipated Outputs
Objective 1.1: Establish minimum training for a House of Worship Life Safety Team	Activity 1.1.1: Schedule and hold meetings with Cherry Hills Community Church	Stakeholder meeting, agendas, and minutes	1Q	List of topics and hours for each topic defining the minimum training for a life safety team

Goal 1 MEASUREMENT PLAN

Activity #	Performance Measures & Targets	Data Collection Measures and Timeframe
1.1.1	Measure: Number of training topics for Houses of Worship Target: 10	Document containing at least 10 Life Safety Team topics with minimum training hours; Q1

Goal 2: Establish qualified trainers for each topic that can teach the required hours to a House of Worship Life Safety Team

Goal 2 IMPLEMENTATION PLAN

Objectives	Activities	Inputs/Resources	Timeframe	Anticipated Outputs
Objective 1.2: Develop qualified trainers to provide training	Activity 1.2.1: Develop trainers through local, remote and course training of the topics and meeting the minimum hours required	Internet search for training, contact regional area churches for input, contact Federal and State recourses	1Q	Develop instructors with adequate training in each required topic

Goal 2 MEASUREMENT PLAN

Activity #	Performance Measures & Targets	Data Collection Measures and Timeframe
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1.2.1	Measure: Training courses for trainers in each identified topic Target: 3 per topic	Document each training course taken with certificates of successful completion for each identified Life Safety topics; Q1
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Goal 3: Conduct outreach to the Houses of Worship in Douglas County and establish their need for training and/or a site survey

Goal 3 IMPLEMENTATION PLAN

Objectives	Activities	Inputs/Resources	Timeframe	Anticipated Outputs
Objective 1.3: Make contact with Houses of Worship in Douglas County and establish their need for training	Activity 1.3.1: Make initial calls to Douglas County Churches, document results of phone calls	Houses of Worship within Douglas County phone list	Starting 1Q Continuing until end of grant	Establish communications with each church and schedule meeting/survey
	Activity 1.3.2: Hold meeting with church and or conduct site survey to establish needs of the church	Stakeholder meetings, site surveys	Starting 1Q Continuing until end of grant	Produce document listing agreed security improvements and training needs
	Activity 1.3.3: Submit Douglas County Sheriff's Office House of Worship Life Safety Training Assistance form	DCSO representatives work with Houses of Worship to fill out and select trainers to provide identified training needs	Starting 1Q Continuing until end of grant	Houses of Worship submits training assistance to DCSO

Goal 3 MEASUREMENT PLAN

Activity #	Performance Measures & Targets	Data Collection Measures and Timeframe
1.3.1	Measure: Conduct outreach with Houses of Worship in Douglas County to schedule life safety meetings and/or site survey Target: 75	Documented date, time, venue, of each Life Safety meeting and or site survey; Q2-Q7 approx. timeline

Goal 4 : Establish a training request and approval process for House of Worship that are requesting Life Safety training

Goal 4 IMPLEMENTATION PLAN

Objectives	Activities	Inputs/Resources	Timeframe	Anticipated Outputs
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Objective 1.4: Develop a request and approval process for all Houses of Worship that apply for training	Activity 1.4.1: Conduct meeting with Community Resources Captain, Lieutenant, and Deputies	Stakeholder meeting, agendas, and minutes	1Q	Establish an efficient, well documented process for HOW training requests are approved
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Goal 4 MEASUREMENT PLAN

Activity #	Performance Measures & Targets	Data Collection Measures and Timeframe
1.4.1	Measure: House of Worship Training Request submittal and approval process Target: 75	Documented date, time, venue, of each training request and subsequent approval or denial; Q2-Q7 approx. timeline

Goal 5: Ensure the requested training is conducted by developing a class roster that will be provided to each trainer before the training. The roster will document the date, time, location, type of training, the training organization, the House of Worship receiving the training and all attendees.

Goal 5 IMPLEMENTATION PLAN

Objectives	Activities	Inputs/Resources	Timeframe	Anticipated Outputs
Objective 1.5: Conduct training and develop a class roster and provide it to all trainers that captures all necessary data for accurate tracking	Activity 1.5.1: Conduct meeting with Community Resources Captain, Lieutenant, Deputies, and Budget and Logistics Department	Stakeholder meeting, agendas, and minutes	1Q	Produce roster listing agreed security improvements and training needs

Goal 5 MEASUREMENT PLAN

Activity #	Performance Measures & Targets	Data Collection Measures and Timeframe
1.5.1	Measure: Conduct approved training at Houses of Worship Target: 75	Documented date, time, venue, of each Life Safety meeting and or site survey; Q2-Q7 approx. timeline
1.5.2	Measure: Train House of Worship staff and volunteers' life safety topics for Houses of Worship Target: 375	Documented date, time, venue, number of House of Worship staff and volunteers in attendance; Q2-Q7 approx. timeline

Goal 6: Develop a payment process to pay for approved training

Goal 6 IMPLEMENTATION PLAN

Objectives	Activities	Inputs/Resources	Timeframe	Anticipated Outputs
Objective 1.6: Develop a payment process to pay for approved training	Activity 1.6.1: Conduct meeting with Community Resources Captain, Lieutenant, and ACSO Finance representatives	Stakeholder meeting, agendas, and minutes	1Q	Establish an efficient, well documented process to pay for HOW approved training and grant reimbursement

Goal 6 MEASUREMENT PLAN

Activity #	Performance Measures & Targets	Data Collection Measures and Timeframe
1.6.1	Measure: Pay for House of Worship Life Safety training Target: \$2000 for 75 different Houses of Worship	Documented date, time, venue, of each Life Safety meeting and or site survey; Q2-Q7 approx. timeline

Goal 7: Host a Safety in Faith seminar to promote security awareness, build relationship with houses of worship and provide further training within this community.

Goal 7 IMPLEMENTATION PLAN

Objectives	Activities	Inputs/Resources	Timeframe	Anticipated Outputs
Objective 1.7: Host a Security in Faith seminar to promote, build relationship and provide further training to houses of worship	Activity 1.3.1: Conduct outreach with community organizations and agencies to garner interest in attending upcoming Security in Faith seminar	Outreach & awareness materials (posters, fliers), social media, stakeholder meetings	3Q	Houses of Worship attendees and agencies (300)

Goal 7 MEASUREMENT PLAN

Activity #	Performance Measures & Targets	Data Collection Measures and Timeframe
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1.7.1	Measure: Safety in Faith Seminar held and number of attendees, community organizations and agencies attending Target: 1 event annually; 300 individuals reached	Documented date, time, venue, number of community organizations and agencies in attendance; Q3 or Q4 approx. timeline
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MEMORANDUM OF UNDERSTANDING

THIS MEMORANDIUM OF UNDERSTANDING (“Agreement”) is made and entered into this ___ day of _____, 2024, by and between the **BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF DOUGLAS, STATE OF COLORADO**, on behalf of **THE DOUGLAS COUNTY SHERIFF’S OFFICE** (“DCSO”) and **CHERRY HILLS COMMUNITY CHURCH**, a Colorado non-profit corporation authorized to do business in Colorado (“the Contractor”).

RECITALS

WHEREAS, the County is undertaking certain activities to evaluate and provide minimum faith-based organization security training needs for Houses of Faith within the County of Douglas; and

WHEREAS, the County desires to engage the Contractor to render certain professional services and assistance in connection with such undertakings of the County; and

WHEREAS, the Contractor has the ability to assist the County through its professional expertise, knowledge, and experience and is ready, willing and able to provide such services, subject to the conditions hereinafter set forth.

NOW THEREFORE, for and in consideration of the premises and other good and valuable consideration, the parties agree as follows:

1. **SCOPE OF SERVICES:** The Contractor shall provide the following services:
 - a. The Contractor shall charge the County a facility fee for use of their classroom regarding the following training classes: four (4) Stop the Bleed training classes, four (4) AED/CPR training classes and four (4) Faith-based community attendance training classes;
 - b. The Contractor shall assist DCSO in establishing minimum recommended church security training standards in the following areas: CPR, Stop the Bleed, AED, and Basic Active Shooter Threat Procedures;
 - c. The Contractor shall assist DCSO in developing recommended policies and procedures for faith-based organizations to include: Duties, Code of Conduct, Use of Force, Communication, Positions and Responsibilities, and Operational Concepts (manage impolite and disrespectful behavior, de-escalation, open carry of weapons on campus, searches of small and large bags, groups counter to beliefs, medical procedures, lock down procedures, building evacuation, persons in unauthorized areas, lost child and report writing).

The County may, from time to time, request changes to the scope of services to be performed hereunder. Such changes, including any increase or decrease in the amount of the

Contractor's compensation, which are mutually agreed upon between the County and the Contractor, shall be in writing and shall become part of this Agreement upon execution.

The Contractor agrees to diligently and professionally perform all the services described herein in a manner satisfactory to the Authorized Representative. It is also understood and agreed that the Contractor shall not, in performing services hereunder, undertake any action or activity prohibited by the terms of any lease, permit, license or other agreement in effect during the term hereof between the Contractor and the County for the use and occupancy by the Contractor of any County facilities or space.

2. **COMPENSATION:** DCSO agrees to pay the Contractor \$150.00 per training class for a total of \$1,800.00 for satisfactory performance of the services described in paragraph 1 of this Agreement. In no event shall the County be liable for payment under this Agreement for any amount in excess thereof. The County is not under obligation to make any future apportionment or allocation to this Agreement nor is anything set forth herein a limitation of liability for the Contractor. Any potential expenditure for this Agreement the current fiscal year is subject to future annual appropriation of funds for any such proposed expenditure.

3. **INVOICING PROCEDURES:** Payments shall be made to the Contractor based upon invoices submitted by the Contractor, provided such invoices have been approved by the Authorized Representative. Payments will be made to the Contractor within thirty (30) days, or within a mutually agreed upon period after County has received complete invoices from the Contractor. The County reserves the right to require such additional documentation, including monthly activity reports detailing the Contractor's activities and services rendered, as the County deems appropriate to support the payments to the CHCC. The signature of an officer of the Contractor shall appear on all invoices certifying that the invoice has been examined and found to be correct.

4. **TERM:** It is mutually agreed by the parties that the term of this Agreement shall commence on July 1, 2024 and terminate on July 1, 2025. This Agreement and/or any extension of its original term shall be contingent upon annual funding being appropriated, budgeted and otherwise made available for such purposes and subject to the County's satisfaction with all products and services received during the preceding term.

5. **CONFLICT OF INTEREST:** The Contractor agrees that no official, officer or employee of the County shall have any personal or beneficial interest whatsoever in the services or property described herein, and the Contractor further agrees not to hire, pay, or contract for services of any official, officer or employee of the County. A conflict of interest shall include transactions, activities or conduct that would affect the judgment, actions or work of the Contractor by placing the Contractor's own interests, or the interest of any party with whom the Contractor has a contractual arrangement, in conflict with those of County.

6. **INDEMNIFICATION:** The County cannot and by this Contract does not agree to indemnify, hold harmless, exonerate or assume the defense of the Contractor or any other person or entity whatsoever, for any purpose whatsoever. The Contractor shall defend, indemnify and hold harmless the County, its commissioners, officials, officers, directors, agents and employees

from any and all claims, demands, suits, actions or proceedings of any kind or nature whatsoever, including Workers' Compensation claims, in any way resulting from or arising from the services rendered under this Contract; provided, however, that the Contractor need not indemnify or save harmless the County, its officers, agents and employees from damages resulting from the sole negligence of the County's commissioners, officials, officers, directors, agents and employees.

7. **INDEPENDENT CONTRACTOR:** The Contractor is an independent Contractor and is free to perform services for other clients. Notwithstanding any provision of this Contract, all personnel assigned by the Contractor to perform work under this Contract shall be and remain at all times, employees of the Contractor for all purposes. **THE INDEPENDENT CONTRACTOR IS NOT ENTITLED TO WORKERS' COMPENSATION OR UNEMPLOYMENT BENEFITS THROUGH THE COUNTY AND IS OBLIGATED TO PAY FEDERAL AND STATE INCOME TAX ON ANY MONIES EARNED PURSUANT TO THE CONTRACT RELATIONSHIP.**

8. **NO WAIVER OF GOVERNMENTAL IMMUNITY ACT:** The parties hereto understand and agree that the County, its commissioners, officials, officers, directors, agents and employees, are relying on, and do not waive or intend to waive by any provisions of this Contract, the monetary limitations or any other rights, immunities and protections provided by the Colorado Governmental Immunity Act, §§ 24-10-101 to 120, C.R.S., or otherwise available to the County.

9. **ASSIGNMENT:** The Contractor covenants and agrees that it will not assign or transfer its rights hereunder, or subcontract any work hereunder, either in whole or in part without the prior written approval of the Authorized Representative. Any attempt by the Contractor to assign or transfer its rights hereunder shall, at the option of the Authorized Representative, void the assignment or automatically terminate this Contract and all rights of the Contractor hereunder.

10. **COUNTY REVIEW OF RECORDS:** The Contractor agrees that, upon request of the Authorized Representative, at any time during the term of this Contract, or three (3) years thereafter, it will make full disclosure to the County and make available for inspection and audit upon request by the Authorized Representative, the County Director of Finance, or any of their authorized representatives, all of its records associated with work performed under this Contract for the purpose of making an audit, examination or excerpts. The Contractor shall maintain such records until the expiration of three (3) years following the end of the term of this Contract.

11. **OWNERSHIP OF DOCUMENTS:** Drawings, specifications, guidelines and any other documents prepared by the Contractor in connection with this Contract shall be the property of the County.

12. **ASSIGNMENT OF COPYRIGHTS:** The Contractor assigns to the County the copyrights to all works prepared, developed, or created pursuant to this Contract, including the right to: 1) reproduce the work; 2) prepare derivative works; 3) distribute copies to the public by sale, rental, lease, or lending; 4) perform the works publicly; and 5) to display the work publicly. The Contractor waives its rights to claim authorship of the works, to prevent its name from being used wrongly in connection with the works, and to prevent distortion of the works.

13. **TERMINATION:** The County shall have the right to terminate this Contract, with or without cause, by giving written notice to the Contractor of such termination and specifying the

effective date thereof, which notice shall be given at least ten (10) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, and reports prepared by the Contractor pursuant to this Contract shall become the County's property. The Contractor shall be entitled to receive compensation in accordance with this Contract for any satisfactory work completed pursuant to the terms of this Contract prior to the date of notice of termination. Notwithstanding the above, the Contractor shall not be relieved of liability to the County for damages sustained by the County by virtue of any breach of the Contract by the Contractor.

14. **NOTICES:** Notices concerning termination of this Contract, notices of alleged or actual violations of the terms or provisions of this Contract, and all other notices shall be made as follows:

For DCSO: Corporal Brian McKnight
4000 Justice Way
Castle Rock, CO 80109

For CHCC: Phillip Kemper (Security Director)
Cherry Hills Community Church
3900 Grace Blvd.
Highlands Ranch, CO 80126

Said notices shall be delivered personally during normal business hours to the appropriate office above, or by prepaid first-class U.S. mail, via facsimile, or other method authorized in writing by the Authorized Representative. Mailed notices shall be deemed effective upon receipt or three (3) days after the date of mailing, whichever is earlier. The parties may from time-to-time designate substitute addresses or persons where and to whom such notices are to be mailed or delivered, but such substitutions shall not be effective until actual receipt of written notification.

15. **NONDISCRIMINATION:** In connection with the performance of work under this Contract, the Contractor agrees not to refuse to hire, discharge, promote or demote, or to discriminate in matters of compensation against any person otherwise qualified, solely because of race, color, religion, national origin, gender, age, military status, sexual orientation, marital status, or physical or mental disability.

16. **GOVERNING LAW; VENUE:** This Contract shall be deemed to have been made in, and construed in accordance with the laws of the State of Colorado. Venue for any action hereunder shall be in the District Court, County of Douglas, State of Colorado. The Contractor expressly waives the right to bring any action in or to remove any action to any other jurisdiction, whether state or federal.

17. **COMPLIANCE WITH ALL LAWS AND REGULATIONS:** All of the work performed under this Contract by the Contractor shall comply with all applicable laws, rules, regulations and codes of the United States and the State of Colorado. The Contractor shall also comply with all applicable ordinances, regulations, and resolutions of the County and shall commit

no trespass on any public or private property in the performance of any of the work embraced by this Contract.

18. **SEVERABILITY:** In the event any of the provisions of this Contract are held to be unenforceable or invalid by any court of competent jurisdiction, the validity of the remaining provisions shall not be affected. Should either party fail to enforce a specific term of this Contract it shall not be a waiver of a subsequent right of enforcement, nor shall it be deemed a modification or alteration of the terms and conditions contained herein.

19. **NO THIRD-PARTY BENEFICIARIES:** The enforcement of the terms and conditions of this Contract and all rights of action relating to such enforcement, shall be strictly reserved to the County and the Contractor, and nothing contained in this Contract shall give or allow any such claim or right of action by any other or third person under such Contract.

20. **ADVERTISING AND PUBLIC DISCLOSURE:** The Contractor shall not include any reference to this Contract or services performed pursuant to this Contract in any of Contractor's advertising or public relations materials without first obtaining the written approval of the Douglas County Public Affairs Director. Nothing herein, however, shall preclude the transmittal of any information to officials of the County, including without limitation, the County Manager, Assistant County Manager, and the Board of County Commissioners.

21. **HEADINGS; RECITALS:** The headings contained in this Contract are for reference purposes only and shall not in any way affect the meaning or interpretation of this Contract. The Recitals to this Contract are incorporated herein.

22. **ENTIRE AGREEMENT:** The parties acknowledge and agree that the provisions contained herein constitute the entire agreement and that all representations made by any commissioner, official, officer, director, agent, or employee of the respective parties unless included herein are null and void and of no effect. No alterations, amendments, changes or modifications to this Contract, except those which are expressly reserved herein to the Authorized Representative, shall be valid unless they are contained in writing and executed by all the parties with the same formality as this Contract.

23. **COUNTY EXECUTION OF AGREEMENT:** This Contract is expressly subject to, and shall not be or become effective or binding on the County, until execution by all signatories of the County.

24. **FORCE MAJEURE:** No party shall be liable for failure to perform hereunder if such failure is the result of *force majeure*. Any time limit shall be extended for the period of any delay resulting from any *force majeure*, or this Contract may be terminated if such delay makes performance of the Contract impossible or impracticable. *Force majeure* shall mean causes beyond the reasonable control of a party such as, but not limited to, weather conditions, acts of God, strikes, work stoppages, unavailability of or delay in receiving labor or materials, faults by

DOUGLAS COUNTY SHERIFF'S OFFICE:

BY: _____
Darren Weekly, Sheriff

DATE: _____

APPROVED AS TO FISCAL CONTENT:

Andrew Copland
Director of Finance

DATE: _____

APPROVED AS TO LEGAL FORM:

Kelly Dunnaway
County Attorney

DATE: _____