



**BOARD OF SUPERVISORS AGENDA ITEM REPORT**  
**CONTRACTS / AWARDS / GRANTS**

☐ Award ☐ Contract ☒ Grant

Requested Board Meeting Date: February 2, 2021

\* = Mandatory, information must be provided

or Procurement Director Award ☐

**\*Contractor/Vendor Name/Grantor (DBA):**

Department of Justice Office of Justice Programs, National Institutes of Justice

**\*Project Title/Description:**

2019 Paul Coverdell Forensic Science Improvement Grant

**\*Purpose:**

To clear a backlog of legacy cases at the Office of the Medical Examiner, and employ and train a Forensic Anthropologist Postdoctoral Fellow. This is a no-cost extension approval request, seeking Board approval to extend the award period through 9/30/2021. Approval to extend the grant period was received from the Department of Justice 12/14/2020.

**\*Procurement Method:**

This agreement is a non-procurement agreement and not subject to procurement rules. This is a no-cost extension approval request.

**\*Program Goals/Predicted Outcomes:**

Funding awarded to the Pima County Office of the Medical Examiner will support a post-doctoral forensic anthropologist fellow, and provide for costs to extract DNA and aid in the identification of 54 legacy cases which have never undergone DNA analysis. The project will exhume and re-examine these legacy cases and provide practical experience for a Forensic Anthropologist Postdoctoral Fellow.

**\*Public Benefit:**

An award from the DOJ provides a chance to identify these individuals, providing closure for loved ones and potentially aiding with homicide investigations so justice may be served.

**\*Metrics Available to Measure Performance:**

Program performance under this award is measured by the percent reduction in the number of backlogged forensic cases and the number of forensic science or medical examiner personnel who completed training or educational opportunities with Coverdell funds.

**\*Retroactive:**

No.

*GM approved 1/20/2021 JSS*

**Contract / Award Information**

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e.,15-123): \_\_\_\_\_

Effective Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Prior Contract Number (Synergen/CMS): \_\_\_\_\_

☐ Expense Amount: \$\* \_\_\_\_\_ ☐ Revenue Amount: \$ \_\_\_\_\_**\*Funding Source(s) required:**Funding from General Fund? ☐ Yes ☐ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No

If Yes, is the Contract to a vendor or subrecipient? \_\_\_\_\_

Were insurance or indemnity clauses modified? ☐ Yes ☐ No

If Yes, attach Risk's approval.

Vendor is using a Social Security Number? ☐ Yes ☐ No

If Yes, attach the required form per Administrative Procedure 22-73.

**Amendment / Revised Award Information**

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e.,15-123): \_\_\_\_\_

Amendment No.: \_\_\_\_\_ AMS Version No.: \_\_\_\_\_

Effective Date: \_\_\_\_\_ New Termination Date: \_\_\_\_\_

Prior Contract No. (Synergen/CMS): \_\_\_\_\_

☐ Expense or ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ \_\_\_\_\_Is there revenue included? ☐ Yes ☐ No If Yes \$ \_\_\_\_\_**\*Funding Source(s) required:**Funding from General Fund? ☐ Yes ☐ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_**Grant/Amendment Information** (for grants acceptance and awards) ☐ Award ☒ Amendment

Document Type: GTAM Department Code: FSC Grant Number (i.e.,15-123): 21\*66

Effective Date: 01/01/2020 Termination Date: 9/30/2021 Amendment Number: 1

☐ Match Amount: \$ \_\_\_\_\_ ☐ Revenue Amount: \$ 0**\*All Funding Source(s) required:** DOJ FY1920 Coverdell Funds**\*Match funding from General Fund?** ☐ Yes ☒ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_**\*Match funding from other sources?** ☐ Yes ☒ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_**\*Funding Source:** \_\_\_\_\_**\*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?**

Federal Government Direct

Contact: Chris Smith

Department: Forensic Science Center

Telephone: x48609

Department Director Signature/Date: \_\_\_\_\_

Deputy County Administrator Signature/Date: \_\_\_\_\_

County Administrator Signature/Date: \_\_\_\_\_  
(Required for Board Agenda/Addendum Items)

**Laura Samuelson**

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**From:** Molly Hilber  
**Sent:** Wednesday, 16 December, 2020 10:12 AM  
**To:** Caitlin Vogelsberg  
**Cc:** Dorothee Harmon  
**Subject:** FW: Grant Award Modification for an award from DOJ is Approved

Just got this notice, we're approved! I confirmed the term date is updated to 1/1/2020 – 9/30/2021 in Justgrants as well. Next steps are to get things approved on the County side.

We'll need a BOS AIR to have the supervisors approve the new program period, as well as a contract amendment for Adair to review and sign. I can help Chris with the GTAW documents in AMS for the grant extension since I don't think he has access, but he'll have to do the CT amendment entry. Would it be helpful if I drafted a contract amendment and/or BOS AIR?

-Molly

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**From:** Default <do-not-reply@ojp.usdoj.gov>  
**Sent:** Wednesday, December 16, 2020 9:58 AM  
**To:** Molly Hilber <Molly.Hilber@pima.gov>; Christine.Torres@usdoj.gov  
**Subject:** Grant Award Modification for an award from DOJ is Approved

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This message and sender come from outside Pima County. If you did not expect this message, proceed with caution. Verify the sender's identity before performing any action, such as clicking on a link or opening an attachment.

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**JUSTgrants**  
JUSTICE GRANTS SYSTEM

The request for a grant award modification, GAM-109054, for award number 2019-CD-BX-0063 under the solicitation *BJA TRANSFER-Paul Coverdell Forensic Science Improvement Grants Program- COMPETITIVE, FY 2019* is approved.

Please log into DOJ's JustGrants system at <https://prod->

grants.ojp.usdoj.gov/prweb.

For more information go to [www.justicegrants.usdoj.gov](http://www.justicegrants.usdoj.gov)  
JustGrants is operated under the U.S. Department of Justice

**Laura Samuelson**

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**From:** Torres, Christine (OJP) <Christine.Torres@usdoj.gov>  
**Sent:** Wednesday, 9 December, 2020 2:07 PM  
**To:** Caitlin Vogelsberg  
**Cc:** Molly Hilber; Jennifer Vollner; Christopher Smith; Torres, Christine (OJP)  
**Subject:** RE: 2019-CD-BX-0063 Grant Extension Request

**Importance:** High

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This message and sender come from outside Pima County. If you did not expect this message, proceed with caution. Verify the sender's identity before performing any action, such as clicking on a link or opening an attachment.

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Hello Caitlin,

This no cost extension (GAM -109054) was reviewed and approved by our office (program office), it went to the next level of review and approval process (OCFO). It is still pending review and approval under OCFO. If you don't hear anything on this GAM by end of the week, please let me know.

Thank You,

Christine

*Christine O. Torres*

State Policy Advisor  
Bureau of Justice Assistance  
Office of Justice Programs  
U.S. Department of Justice  
**Christine.torres@usdoj.gov**  
Office: 202/305-1978  
Cell: 202/598-9415

**Please refer to: <https://justicegrants.usdoj.gov/training-resources/justgrants-training/grants-management-lifecycle> for training videos and resource guides on how to use the new JustGrants system. This page includes procedures for award acceptance, grant modifications, and more.**

For account issues or challenges with the new system, please contact the JustGrants technical support team at [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) or call 833-872-5175 between the hours of 5:00 a.m. and 9:00 p.m., Eastern Time. If you need assistance accessing the new ASAP payment system, please reach out to the ASAP help desk at [asaphelpdesk@fiscal.treasury.gov](mailto:asaphelpdesk@fiscal.treasury.gov) or call 855-868-0151 (Option 2, then Option 3).

For JustGrants training-related questions, please email [JustGrantsTrainingSupport@usdoj.gov](mailto:JustGrantsTrainingSupport@usdoj.gov).

See **FAQs** for JustGrants, as well as the ASAP payment system, here: <https://justicegrants.usdoj.gov/faqs>

If you need to reach the Office of the Chief Financial Officer (OCFO), please call 1-800-458-0786 (TTY: 202-616-3867) or email to [ask.ocfo@usdoj.gov](mailto:ask.ocfo@usdoj.gov).

Please also review the OJP Financial guide: <http://www.ojp.usdoj.gov/financialguide/>

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**From:** Caitlin Vogelsberg <Caitlin.Vogelsberg@pima.gov>

**Sent:** Monday, December 7, 2020 4:20 PM

**To:** Torres, Christine (OJP) <Christine.Torres@ojp.usdoj.gov>

**Cc:** Molly Hilber <Molly.Hilber@pima.gov>; Jennifer Vollner <Jennifer.Vollner@pima.gov>; Christopher Smith <Christopher.Smith@pima.gov>

**Subject:** 2019-CD-BX-0063 Grant Extension Request

Hi Christine,

I hope you have been doing well. I was just writing to check on the status of the extension request initiated on our behalf by Kathryn Manning on November 23rd for our grant 2019-CD-BX-0063. Please let us know if we can provide you with any additional information.

Thank you for your time and help.

Best,

Caitlin Vogelsberg