

ATTACHMENT 1 PROPOSAL NARRATIVE

DESCRIPTION OF NEED

The County of Kent, Michigan (Kent County), and the City of Grand Rapids, Michigan (City), are submitting a joint application for FFY 2026 Edward Byrne Memorial Justice Assistance Grant (JAG) funds. It has been agreed that Kent County will receive \$89,264, and the City will receive \$89,263 for projects. It was further agreed that the City will administer the grant award and retain the allowable ten (10) percent for administrative costs (\$19,836). The proposed project includes the City's support of a neighborhood-based public safety program and Kent County's purchase of crime scene processing and documentation equipment to enhance capabilities of the County's Crime Scene Unit (CSU).

The FY 2027 – 2031 (FFY 2026 – 2030) Consolidated Housing and Community Development (HCD) Plan serves as the City of Grand Rapids' strategic framework for housing and community development investment over a five-year timeframe to address community needs. Data analysis and community input, including structured input from neighborhood associations and partner nonprofit organizations has informed the City's funding priorities. The HCD Plan identifies eight (8) outcome areas to address prioritized needs in the community. Outcome seven (7), "Improve neighborhood safety", specifically focuses on supporting efforts that enhance resident safety and quality of life in neighborhoods. Addressing issues of crime and public safety continue to be a priority for the City of Grand Rapids, and data identified in the HCD Plan demonstrate support for proactive and preventative, community-based strategies. The Neighborhood-Based Public Safety program enhances resident safety and quality of life in neighborhoods through community-based partnerships to provide crime prevention education, block club and community organizing, and safety and preparedness training among low- and moderate-income neighborhoods.

The primary responsibility of the Kent County Sheriff's Office (KCSO) Crime Scene Unit (CSU) is to assist the KCSO road patrol and detective bureau in processing crime scene investigations. The KCSO CSU is responsible for documenting and processing major crime scenes and other incidents requiring careful preservation and presentation of physical evidence. Crime scenes are temporary and dynamic. Once a location is released, cleaned, repaired, exposed to weather, or returned to normal use, important spatial relationships and physical conditions may be impossible to recreate. Traditional scene-processing methods are essential but are not always sufficient to provide a complete record of the scene. KCSO has identified a resource gap in access to modern processing and documentation equipment that would 1) increase the CSU's capacity for comprehensive documentation, 2) reduce delays in investigative follow-up, and 3) decrease personnel exposure to environmental and safety hazards. The updated technology would complement, not replace, traditional scene-processing methods.

The identified resource gaps, both in proactive neighborhood safety programming and in modern crime-scene documentation capabilities, represent core criminal-justice system needs that are directly aligned with the statutory purposes of the JAG Program. JAG funds are

uniquely suited to address these gaps by expanding local capacity to prevent and respond to crime effectively.

PROJECT DESIGN AND IMPLEMENTATION

Neighborhood-Based Public Safety

The City intends to utilize \$89,263 from the grant to support neighborhood safety, community organizing, and public safety education through subawards with approximately three (3) local neighborhood associations. Additional neighborhood associations are supported with available resources allocated annually by the Community Development Department, including but not limited to, Community Development Block Grant (CDBG) funds. Coordinating these resources with JAG funds prevents duplication and strengthens alignment. Public Safety activities include, but are not limited to, organizing block clubs and neighborhood watch, conducting home security surveys, preparing and distributing crime alert materials, and identifying and resolving public safety issues. Partnering neighborhood associations are Michigan nonprofit corporations employing Crime Prevention Organizers, trained by the Grand Rapids Police Department, who work closely with neighborhood residents, Community Police Officers, and geographically assigned Police Captains. The Neighborhood-Based Public Safety program is operated in coordination with the Grand Rapids Police Department which employs an individual responsible for training neighborhood association Crime Prevention Organizers and monitoring activities. Funding for the position at the Police Department is provided through the City's General Operating Fund.

Subrecipients of the City of Grand Rapids will be identified through the City Community Development Department's annual funding process. Agencies apply for funding, and applications are reviewed by the City Commission funding review workgroup. Awards are approved by the City Commission. The application for funding is planned to be released in January 2027. Recommendations will be made in late March 2027 with final awards expected to be approved in May 2027. The period of performance for subawards under the FFY 2026 JAG award will be July 1, 2027 to June 30, 2028.

The table below outlines planned project outcomes, examples of activities, and methods for documentation of reported performance data. Neighborhood associations submit performance data to the City of Grand Rapids on a quarterly basis.

Project Outcome: Improve Public Safety		
Output or Indicator	Examples of Activities	Plans for Data Collection and Documentation
Output 1: 550 people will be informed or educated on public safety topics.	▪ Targeted safety training for groups or individuals ▪ In-home safety assessments	▪ Training agenda that includes date and location of the training ▪ Sign-in sheets ▪ Written report for home training with name(s) of residents, address, and description of safety features discussed

Indicator 1a: 415 people will indicate the public safety information received was beneficial.	▪ Targeted safety training for groups or individuals	▪ Household survey ▪ Training evaluation (was the training useful, does the individual feel more prepared or safer as a result of the training, etc.)
Indicator 1b: 100 housing units or public spaces will receive safety improvements.	▪ Hedges/shrubs trimmed to improve visibility ▪ Security lighting installed ▪ Window pins installed ▪ Business security surveillance system installed	▪ Written report, complete with name(s) of residents, address, and description of safety improvements put into place ▪ Before and after photographs

Crime Scene Processing and Documentation Equipment – CSU

Kent County intends to utilize \$89,264 from the grant to acquire and implement a coordinated package of crime scene processing and documentation equipment for the KCSO CSU, including equipment with advanced three-dimensional scene documentation capability and complementary evidence-processing tools and software. The project goal is to improve KCSO's capacity to accurately, efficiently, safely, and consistently document complex scenes and preserve objective information that supports investigation, reconstruction, prosecution, discovery, and courtroom presentation. Additionally, relevant personnel will be trained on upgraded equipment to enable transmission of evidence such as photographs, measurements, diagrams, and reports to investigators and prosecutors.

The selected equipment will be purchased in accordance with Kent County's procurement policies and will remain within the award budget. Proposed CSU technology upgrades are evidence-informed and based on nationally recognized forensic documentation standards. These methods improve accuracy, reduce personnel exposure to hazards, and support data-driven investigative practices consistent with modern law-enforcement protocols. Initial equipment needs assessed by the CSU include the following:

1. Three-dimensional laser scanning, mobile mapping, or comparable advanced scene-documentation equipment, together with required batteries, charging components, and accessories.
2. Digital photography, photogrammetry, macro-imaging, and portable scene-lighting equipment to support documenting evidence under varied field conditions.
3. Alternative-light, evidence-visualization, measurement, mapping, trajectory, or diagramming tools used to locate, document, and interpret physical evidence.
4. Computer hardware, approved software, secure digital storage, peripherals, and licenses necessary to process, manage, review, and export scene data.

The table below outlines anticipated outcomes, activities, and plans for documentation and data collection. The KCSO will report this information to the City of Grand Rapids for review and reporting to the Department of Justice (DOJ).

Project Outcome: Crime Scene Processing and Documentation Equipment		
Output or Indicator	Examples of Activities	Plans for Data Collection and Documentation
Output 1: Acquire and deploy a coordinated package of crime scene processing equipment, including advanced three-dimensional scene documentation capability, complementary evidence-processing tools, software, accessories, and training.	▪ Procurement, delivery, inspection, inventory, configuration, functional testing, and operational acceptance ▪ Field setup, controlled practice scenes, data capture, processing, measurement verification, and workflow validation ▪ Train personnel on equipment use and internal workflow	▪ Documentation of procurement and evaluation records ▪ Equipment inventory, validation records, practice-scene files, and measurement checks ▪ Training rosters and certificates and competency documentation
Indicator 1a: Improve the accuracy, completeness, efficiency, safety, and evidentiary value of major crime scene processing and documentation.	▪ Use of equipment at qualifying major crime scenes and complex incidents. ▪ Scene photographs, measurements, scaled diagrams, three-dimensional visualizations, evidence-location records, and other appropriate outputs.	▪ Aggregate usage log showing date, case identifier, incident type, equipment category, requesting agency (when applicable) and products generated ▪ Case-file documentation, supervisor reviews, and aggregate feedback from investigators and prosecutors

JAG funds will be coordinated with related justice resources including the County capital equipment budget, City General Operating Funds supporting GRPD training, and Community Development Block Grant (CDBG) supported neighborhood safety programs. Coordinating these resources prevents duplication and strengthens cross-agency alignment across the criminal-justice continuum.

CAPABILITIES AND COMPETENCIES

The City's Neighborhood-Based Public Safety program is an established collaboration between the City of Grand Rapids Community Development Department (CDD), the Grand Rapids Police Department (GRPD), and local neighborhood associations. CDD staff have experience administering federal awards, conducting competitive funding processes, executing subrecipient agreements, reviewing reimbursement requests, monitoring program and financial performance, resolving compliance issues, and preparing required reports. The City will be responsible for overall grant administration, fiscal oversight, subrecipient monitoring, and submission of required performance and financial reports.

Staff of each neighborhood association complete training on crime prevention and organizing techniques through the GRPD. GRPD staff provide continued training and programming for neighborhood associations on a variety of public safety topics. Subrecipients of the City of Grand Rapids are required to report quarterly on the performance measures identified in their agreement with the City. The reports include a narrative describing the work completed that quarter and examples of both successes and challenges faced. In addition to the outcomes outlined in their agreement, they also complete a quarterly Justice Assistance Grant (JAG) Supplemental Performance Report. This report includes the same information collected through Department of Justice (DOJ) required reporting systems. City staff review reported information and submit reports to the DOJ.

The Kent County Sheriff's Office (KCSO) is responsible for law enforcement services in a geographic area that includes most of the population of Kent County, the fourth largest county in Michigan. In addition to its primary patrol duties, the KCSO routinely deploys specialty units to assist other municipal public safety agencies within Kent County. The KCSO is also responsible for court security, corrections, 911 dispatching, and community policing. Additionally, the KCSO operates specialty units trained in dive rescue, marine patrol, and emergency management.

The KCSO has successfully implemented prior grant-funded technologies and is committed to data-driven, innovative public safety strategies. The department has the experience, infrastructure, and personnel in place to implement and maintain technologies such as the proposed crime scene processing and documentation equipment, ensuring their integration into the CSU maximizes community benefit and increased capacity.

The KCSO will provide the necessary documentation to the City for DOJ reporting purposes. CDD staff will collect and report all required JAG performance measure data using the Department of Justice Performance Measurement Tool (PMT) and submit semi-annual performance reports through JustGrants. In addition to the quarterly activity reporting provided by neighborhood association subrecipients, CDD staff will review outcome data aligned with JAG indicators, verify, and consolidate for DOJ reporting.