

CITY of ALBUQUERQUE

TWENTY SECOND COUNCIL

COUNCIL BILL NO. R-17-202 ENACTMENT NO. _____

SPONSORED BY: Dan Lewis, Patrick Davis, Diane Gibson

1 RESOLUTION
2 APPROVING THE ATTACHED GRANT APPLICATION FOR THE DEPARTMENT
3 OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE 2017 NATIONAL SEXUAL
4 ASSAULT KIT INITIATIVE (SAKI) IN FISCAL YEAR 2018.

5 WHEREAS, the Albuquerque Police Department has applied for this
6 competitive funding opportunity; and

7 WHEREAS, the Albuquerque Police Department will use these funds to
8 build capacity, infrastructure, analyze the untested 3,948 sexual assault kits
9 housed at the APD's Crime Laboratory; and

10 WHEREAS, the project design follows the recommended BJA Sexual
11 Assault Kit Initiative (SAKI) model which allows for the completion of a formal
12 inventory of all unsubmitted sexual assault evidence kits (SAEKs) in APD's
13 jurisdiction to fully document, describe, and direct solutions to the problems
14 of untested SAEKs at APD; and

15 WHEREAS, this project will allow APD to coordinate with the Department of
16 Public Safety on the statewide tracking system, monitor the investigative work
17 by APD's Sex Crimes Unit and strengthen the District Attorney's prosecutorial
18 efforts.

19 BE IT RESOLVED BY THE COUNCIL, THE GOVERNING BODY OF THE CITY OF
20 ALBUQUERQUE:

21 Section 1. That the application with the Bureau of Justice Assistance in the
22 amount of \$2,990,796 in federal funds is hereby approved, and its acceptance
23 and filing with the appropriate official or office is and in all respects approved.

24 Section 2. That the \$2,990,796 is hereby appropriated to the Albuquerque
25 Police Department in the Operating Grants Fund, 265, for Fiscal Year 2018

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1 through 2020, and includes \$174,604 in indirect costs that will be covered by
2 the grant award.

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CITY OF ALBUQUERQUE
Albuquerque, New Mexico
Office of the Mayor

Mayor Richard J. Berry

INTER-OFFICE MEMORANDUM

April 24, 2017

TO: Isaac Benton, President, City Council

FROM: Richard J. Berry, Mayor

RAJ
4/25/17


SUBJECT: Albuquerque Police Department Grant Application – 2017 National Sexual Assault Kit Initiative (SAKI).

The Albuquerque Police Department (APD) has applied for a grant from the Department of Justice, Bureau of Justice Assistance for the 2017 National Sexual Assault Kit Initiative (SAKI). APD applied for \$2,816,192 with indirect costs of \$174,604 for a total of \$2,990,796. Indirect costs are covered by the grant and there will be no matching funds required from the general fund.

This resolution is forwarded to Council for consideration and action.

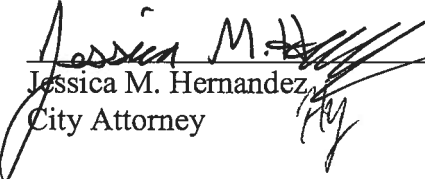
Albuquerque Police Department Grant Application – 2017 National Sexual Assault Kit Initiative (SAKI)

Approved:

 5/9/17

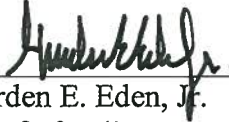
Robert J. Perry Date
Chief Administrative Officer

Approved as to Legal Form:

 5/2/17

Jessica M. Hernandez Date
City Attorney

Recommended:



Gorden E. Eden, Jr. Date
Chief of Police

Cover Analysis

1. What is it?

A resolution approving a grant application for Fiscal Year 2018 with the Department of Justice, Bureau of Justice Assistance for the 2017 National Sexual Assault Kit Initiative (SAKI).

2. What will this piece of legislation do?

This legislation will provide an appropriation to APD upon award of the grant for a total of \$2,990,796.

3. Why is this project needed?

This proposal seeks to help APD build capacity, infrastructure, and analyze the untested 3,948 sexual assault kits housed at the APD's Crime Laboratory. The project design follows the recommended BJA Sexual Assault Kit Initiative (SAKI) model.

4. How much will it cost and what is the funding source?

APD will potentially receive \$2,990,796 from federal funding from the SAKI Grant with no matching funds or transfer of indirect costs from the general fund.

5. Is there a revenue source associate with this Plan? If so, what level of income is projected?

None

FISCAL IMPACT ANALYSIS (Operating Funds)

TITLE: Albuquerque Police
 Department Grant
 Application - 2017
 National Sexual Assault
 Kit Initiative (SAKI)

Legislation Type - , Resolution
 FUND: 265

Police

- No measurable fiscal impact is anticipated, i.e., no impact on fund balance over and above existing appropriations.
- (If Applicable) The estimated fiscal impact (defined as impact over and above existing appropriations) of this legislation is as follows:


		Fiscal Years			
		2018	2019	2020	Total
Base Salary/Wages		73,803	147,500	147,500	368,803
Fringe Benefits at	45.303%	33,435	66,821	66,821	167,078
Subtotal Personnel		<u>107,238</u>	<u>214,321</u>	<u>214,321</u>	<u>535,881</u>
Operating Expenses		41,411	1,119,450	1,119,450	2,280,311
Property				-	-
Indirect Costs	✓ 6.20%	9,216	82,694	82,694	174,604
Total Expenses		<u>\$ 157,865</u>	<u>\$ 1,416,465</u>	<u>\$ 1,416,465</u>	<u>\$ 2,990,796</u>
<input checked="" type="checkbox"/> Estimated revenues not affected					
<input type="checkbox"/> Estimated revenue impact					
Amount of Grant		157,865	1,416,465	1,416,465	2,990,796
City Cash Match					-
City In-kind Match					
City IDOH					
Total Revenue		<u>\$ 157,865</u>	<u>\$ 1,416,465</u>	<u>\$ 1,416,465</u>	<u>\$ 2,990,796</u>

Number of Positions created ✓ 3

COMMENTS:

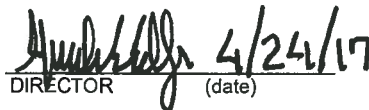
COMMENTS ON NON-MONETARY IMPACTS TO COMMUNITY/CITY GOVERNMENT:
 (Enter all other comments)

REVIEWED BY:



 FISCAL ANALYST



APPROVED:

 4/24/17
 _____ (date)
 DIRECTOR

REVIEWED BY:



 EXECUTIVE BUDGET ANALYST

 
 _____ (date) _____
 BUDGET OFFICER CITY ECONOMIST

Project Abstract



Part 1: Please identify the applicant point of contact (POC)

OMB No. 1121-0329
Approval Expires 07/31/2016

Applicant POC	
Organization Name	City of Albuquerque - Police Department
POC Name	Maria Garcia-Cunningham
Phone Number	505-768-2186
Email Address	mgarcia-cunningham@cabq.gov
Mailing Address	400 Roma Avenue NW Albuquerque NM 87102

Part 2: Please identify the application

Application Information	
Solicitation Name	National Sexual Assault Kit Initiative (SAKI)
Project Title	Albuquerque Police Department's Comprehensive Approach to Unsubmitted Sexual Assault Kits
Proposed Start Date	10/1/2017
Proposed End Date	09/30/2020
Funding Amount Requested	\$2,990,796

Part 3: Please identify the project location and applicant type

Project Location and Applicant Type	
Project Location (City, State)	Albuquerque, NM
Applicant Type (Tribal Nation, State, County, City, Nonprofit, Other)	City



Part 4: Please provide a project abstract

Enter additional project abstract information. Unless otherwise specified in the solicitation, this information includes:

- Brief description of the problem to be addressed and target area and population
- Project goals and objectives
- Brief statement of project strategy or overall program
- Description of any significant partnerships
- Anticipated outcomes and major deliverables

Text should be single spaced; do not exceed 400 words.

Project Abstract

New Mexico is ranked 4th highest in sexual assault incidents in the United States. Albuquerque's sexual assault rate of 63.8 per 100,000 is significantly higher than the rest of the state. In November 2015, our State Auditor counted a total of 5,409 untested sexual assault kits, with Albuquerque Police Department (APD) holding 3,948 of the total. The NM Department of Public Safety (DPS) received a 2016 DOJ SAKI grant to address untested sexual assault kits in New Mexico, but they are not responsible for Albuquerque's untested kits. This proposal seeks to complement, not supplant, DPS efforts by requesting funds to build capacity, infrastructure, and analyze the untested 3,948 sexual assault kits housed at the APD's Crime Laboratory. The project design follows the recommended BJA Sexual Assault Kit Initiative (SAKI) model. The proposal will allow for the completion of a formal inventory of all unsubmitted Sexual Assault Evidence Kits (SAEKs) in APD's jurisdiction to fully document, describe, and direct solutions to the problem of untested SAEKs at APD. This project will allow APD to coordinate with DPS on the statewide tracking system, monitor the investigative work by APD's Sex Crimes Unit and strengthen the District Attorney's prosecutorial efforts. The project will also assist in the establishment of an Albuquerque-specific in the establishment of an Albuquerque-specific SAEK Multidisciplinary Team (MDT) to address individual, organizational, and systemic factors that led to the 3,948 untested SAEKs and to prevent it from happening again. The agencies involved in this project include local and state representation from the Sexual Assault Nurse Examiners (SANE) Collaborative, law enforcement, crime laboratory and the District Attorney's Office will be represented on the MDT. This group will review and revise policies, address training needs for the MDT agencies and guide victim notification processes. Lastly, the project will allow for hiring a Site Coordinator to serve as a central point of contact and ensure that the project benchmarks and deliverables are being met. This individual will be responsible for implementing grant activities, overseeing completion of the SAEKs inventory, coordinate the MDT and attend meetings to ensure Albuquerque's efforts are consistent with national best practices. The project will have a victim-centered, trauma-informed, and advocacy focus among the Rape Crisis Center, APD Sex Crimes Unit and the District Attorney's Office.



Part 5: Please indicate whether OJP has permission to share the project abstract

If the applicant is willing for the Office of Justice Programs (OJP), in its discretion, to make the information in the project abstract above publicly available, please complete the consent section below. Please note, the applicant’s decision whether to grant OJP permission to publicly release this information will not affect OJP’s funding decisions. Also, if the application is not funded, granting permission will not guarantee that information will be shared, nor will it guarantee funding from any other source.

Permission not granted

Permission granted (Fill in authorized official consent below.)

On behalf of the applicant named above, I consent to the information in the project abstract above (including contact information) being made public, at the discretion of OJP consistent with applicable policies. I understand that this consent is only necessary to the extent that my application is unfunded; information submitted in an application that is funded (including this abstract) is always releasable to the public consistent with FOIA rules. I certify that I have the authority to provide this consent.

Authorized Official (AO) Consent	
Signature	Date
AO Name	
Title	
Organization Name	
Phone Number	
Email Address	

Note: This document is to be submitted as a separate attachment with a file name that contains the words **“Project Abstract.”**





[General Instructions & Resources](#)

[View Budget Summary](#)

OMB APPROVAL NO.: 1121-0329
EXPIRES 7/31/2016

Budget Detail Worksheet

- (1) **Purpose:** The Budget Detail Worksheet is provided for your use in the preparation of the budget and budget narrative. All required information (including the budget narrative) must be provided. Any category of expense not applicable to your budget may be left blank. Indicate any **non-federal(match)** amount in the appropriate category, if applicable.
- (2) For each budget category, you can see a sample by clicking **(To View an Example, Click Here)** at the end of each description.
- (3) There are various hot links listed in red in the budget categories that will provide additional information via documents on the internet.
- (4) **Record Retention:** In accordance with the requirements set forth in [2 CFR Part 200.333](#) , all financial records, supporting documents, statistical records, and all other records pertinent to the award shall be retained by each organization for at least three years following the closure of the audit report covering the grant period.
- (5) The information disclosed in this form is subject to the Freedom of Information Act under 5 U.S.C. 55.2.

A. Personnel – List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization. Include a description of the responsibilities and duties of each position in relationship to fulfilling the project goals and objectives. (Note: Use whole numbers as the percentage of time, an example is 75.50% should be shown as 75.50) [To View an Example, Click Here](#)

PERSONNEL (FEDERAL)

Name	Position	Computation				Cost
		Salary	Basis	Percentage of Time	Length of Time	
New Position	Site Coordinator	\$4,853.40	Month	100.00	30	\$145,602
New Position	Victim Advocate	\$3,309.30	Month	100.00	30	\$99,279
New Position	Victim Liaison	\$3,309.30	Month	100.00	30	\$99,279
Overtime	Investigators	\$821.42	Month	100.00	30	\$24,643
FEDERAL TOTAL						\$368,803

PERSONNEL NARRATIVE (FEDERAL)

Site Coordinator -Oversee, implement and report grant activities; ensure project benchmarks are achieved; inventory untested Sexual Assault Evidence Kits; and support the work of the Albuquerque Sexual Evidence Response Team (ASERT).

Victim Advocate - Coordinate and implement victim-centered services in conjunction with the Victim Liaison and the District Attorney's Victim Advocate; serve as contact for victim inquiries; implement victim notification processes; and support the work of the ASERT.

Victim Liaison - Coordinate and implement victim-centered services in conjunction with the Victim Liaison and the District Attorney's Victim Advocate and support victim notifications.

Investigator Overtime - Overtime for sworn detectives associated with investigations resulting from the testing of Sexual Assault Evidence Kits.

PERSONNEL (NON-FEDERAL)

Name	Position	Computation				Cost
		Salary	Basis	Percentage of Time	Length of Time	
			Year			\$0
NON-FEDERAL TOTAL						\$0

PERSONNEL NARRATIVE (NON-FEDERAL)

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TOTAL PERSONNEL	\$368,803
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B. Fringe Benefits – Fringe benefits should be based on actual known costs or an **approved negotiated rate** by a Federal agency. If not based on an approved negotiated rate, list the composition of the fringe benefit package. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman’s Compensation and Unemployment Compensation. *(Note: Use decimal numbers for the fringe benefit rates, an example is 7.65% should be shown as .0765)* [To View an Example, Click Here](#)

FRINGE BENEFITS (FEDERAL)

Description	Computation		Cost
	Base	Rate	
PERA/RHCA/Other	\$344,160.00	0.2271	\$78,159
FICA	\$344,160.00	0.0765	\$26,328
Insurance	\$344,160.00	0.18083	\$62,234
FICA (Overtime)	\$24,643.00	0.0145	\$357
FEDERAL TOTAL			\$167,078

FRINGE BENEFITS NARRATIVE (FEDERAL)

Benefits paid on behalf of City employees include an assessment for retirement and administration (PERA/RHCA/Other) at the rate of 22.71%; FICA at the rate of 7.65% and Health and Dental Insurance at a rate of 18.0826%.

FICA (Overtime) - Overtime for sworn officers is assessed the medicare rate of 1.45%.

FRINGE BENEFITS (NON-FEDERAL)

Description	Computation		Cost
	Base	Rate	
			\$0
NON-FEDERAL TOTAL			\$0

FRINGE BENEFITS NARRATIVE (NON-FEDERAL)

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TOTAL FRINGE BENEFITS	\$167,078
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C. **Travel** – Itemize travel expenses of staff personnel by purpose (e.g., staff to training, field interviews, advisory group meeting, etc.). Describe the purpose of each travel expenditure in reference to the project objectives. Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved. Identify the location of travel, if known; or if unknown, indicate “location to be determined.” Indicate source of Travel Policies applied Applicant or Federal Travel Regulations. Note: Travel expenses for consultants should be included in the “Contractual/Consultant” category. [To View an Example, Click Here](#)

TRAVEL (FEDERAL)

Purpose of Travel	Location	Computation							Cost	
		Item	Cost Rate	Basis for Rate	Quantity	Number of People	Number of Trips	Cost		
Two-Day Workshop	Washington, DC	Lodging	\$242.00	Night	3	3	1	\$2,178.00		
		Meals	\$71.00	Day	3	3	1	\$639.00		
		Mileage	\$50.00	Mile	3		1	\$150.00		
		Transportation:								
		Airfare	\$502.00	Round-trip		3	1	\$1,506.00		
		Local Travel	\$50.00			3	1	\$150.00		
		Other								
								\$0.00		
		Subtotal						\$4,623.00		\$4,623
FEDERAL TOTAL								\$4,623		

TRAVEL NARRATIVE (FEDERAL)

The City will send three people to a two-day workshop in Washington, DC.

TRAVEL (NON-FEDERAL)

Purpose of Travel	Location	Computation						Cost
		Item	Cost Rate	Basis for Rate	Quantity	Number of People	Number of Trips	
		Lodging		Night				\$0.00
		Meals		Day				\$0.00
		Mileage		Mile				\$0.00
		Transportation:		Round-trip				\$0.00
								\$0.00
		Local Travel						\$0.00
		Other						\$0.00
		Subtotal						\$0.00
NON-FEDERAL TOTAL								\$0

TRAVEL NARRATIVE (NON-FEDERAL)

TOTAL TRAVEL	\$4,623
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D. Equipment – List **non-expendable** items that are purchased (Note: Organization’s own capitalization policy for classification of equipment should be used). **Expendable** items should be included in the “Supplies” category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technological advances. Rented or leased equipment costs should be listed in the “Contractual” category. Explain how the equipment is necessary for the success of the project, and describe the procurement method to be used. **To View an Example, Click Here**

EQUIPMENT (FEDERAL)

Item	Computation		Cost
	Quantity	Cost	
Desktop Computers	7	\$829.00	\$5,803
Computer Monitors	14	\$119.00	\$1,666
FEDERAL TOTAL			\$7,469

EQUIPMENT NARRATIVE (FEDERAL)

The City will purchase seven computers with 14 monitors for the Site Coordinator, Victim Advocate, Victim Liaison, three Investigators and staff at the Criminalistics Laboratory.

EQUIPMENT (NON-FEDERAL)

Item	Computation		Cost
	Quantity	Cost	
			\$0
NON-FEDERAL TOTAL			\$0

EQUIPMENT NARRATIVE (NON-FEDERAL)

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TOTAL EQUIPMENT	\$7,469
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E. **Supplies** – List items by type (office supplies, postage, training materials, copying paper, and **expendable** equipment items costing less than \$5,000, such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

[To View an Example, Click Here](#)

SUPPLIES (FEDERAL)

Supply Items	Computation		Cost
	Quantity/Duration	Cost	
Office and Consumable Supplies	1	\$7,500.00	\$7,500
FEDERAL TOTAL			\$7,500

SUPPLIES NARRATIVE (FEDERAL)

The City will utilize Office and Consumable Supplies for the grant staff, investigators and criminalistics laboratory at an estimated cost of \$2,500 per year.

SUPPLIES (NON-FEDERAL)

Supply Items	Computation		Cost
	Quantity/Duration	Cost	
			\$0
NON-FEDERAL TOTAL			\$0

SUPPLIES NARRATIVE (NON-FEDERAL)

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TOTAL SUPPLIES	\$7,500
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F. **Construction** – Provide a description of the construction project and an estimate of the costs. As a rule, construction costs are not allowable. In some cases, minor repairs or **renovations** may be allowable. Minor repairs and renovations should be classified in the "other" category. Consult with the program office before budgeting funds in this category. [To View an Example, Click Here](#)

CONSTRUCTION (FEDERAL)

Purpose	Description of Work	Cost
	FEDERAL TOTAL	\$0

CONSTRUCTION NARRATIVE (FEDERAL)

CONSTRUCTION (NON-FEDERAL)

Purpose	Description of Work	Cost
NON-FEDERAL TOTAL		\$0

CONSTRUCTION NARRATIVE (NON-FEDERAL)

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TOTAL CONSTRUCTION	\$0
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G. Consultants/Contracts – Indicate whether applicant’s formal, written Procurement Policy or the [Federal Acquisition Regulations](#) are followed.

Consultant Fees: For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant fees in excess of \$650 per day or \$81.25 per hour require additional justification and prior approval from OJP. [To View an Example, Click Here](#)

CONSULTANT FEES (FEDERAL)

Name of Consultant	Service Provided	Computation			Cost
		Fee	Basis	Quantity	
			8 Hour Day		\$0
SUBTOTAL					\$0

CONSULTANT FEES NARRATIVE (FEDERAL)

CONSULTANT FEES (NON-FEDERAL)

Name of Consultant	Service Provided	Computation			Cost
		Fee	Basis	Quantity	
			8 Hour Day		\$0
SUBTOTAL					\$0

CONSULTANT FEES NARRATIVE (NON-FEDERAL)

Consultant Expenses: List all expenses to be paid from the grant to the individual consultants in addition to their fees (i.e., travel, meals, lodging, etc.). This includes travel expenses for anyone who is not an employee of the applicant such as participants, volunteers, partners, etc.

CONSULTANT EXPENSES (FEDERAL)

Purpose of Travel	Location	Computation							Cost
		Item	Cost Rate	Basis for Rate	Quantity	Number of People	Number of Trips	Cost	
		Lodging		Night				\$0.00	
		Meals		Day				\$0.00	
		Mileage		Mile				\$0.00	
		Transportation:		Round-trip				\$0.00	
		Local Travel						\$0.00	
		Other						\$0.00	
		Subtotal						\$0.00	\$0
SUBTOTAL									\$0
FEDERAL TOTAL									\$0

CONSULTANT EXPENSES NARRATIVE (FEDERAL)

CONSULTANT EXPENSES (NON-FEDERAL)

Purpose of Travel	Location	Computation						Cost
		Item	Cost Rate	Basis for Rate	Quantity	Number of People	Number of Trips	
		Lodging		Night				\$0.00
		Meals		Day				\$0.00
		Mileage		Mile				\$0.00
		Transportation:		Round-trip				\$0.00
								\$0.00
		Local Travel						\$0.00
		Other						\$0.00
		Subtotal						\$0.00
SUBTOTAL								\$0
NON-FEDERAL TOTAL								\$0

CONSULTANT EXPENSES NARRATIVE (NON-FEDERAL)

TOTAL CONSULTANTS	\$0
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Contracts: Provide a description of the product or service to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source contracts in excess of \$150,000. A sole source contract may not be awarded to a commercial organization that is ineligible to receive a direct award. Note: This budget category may include subawards.

CONTRACTS (FEDERAL)

Item	Cost
Outside Testing Services	\$1,500,000
District Attorney Support	\$754,719
National Support Training	\$6,000
FEDERAL TOTAL	\$2,260,719

CONTRACTS NARRATIVE (FEDERAL)

The City will utilize Outside Testing Services for the purpose of reducing the number of untested Sexual Assault Evidence Kits. Outside Testing Services may include the costs associated with testifying in court as some cases move forward with prosecution.

The District Attorney's Office will provide prosecution support in the form of a Senior Trial Attorney, Trial Attorney, Victim Advocate and Senior Investigator. These four positions will begin on April 1, 2018 and work through the remaining 30 months of the grant period. The anticipated costs of the positions with benefits and associated costs for the grant period is estimated as follows:

Senior Trial Attorney	\$243,412
Trial Attorney	204,152
Victim Advocate	149,895
Senior Investigator	149,895
BAR Dues (2 Attorneys/2 Years)	1,640
Westlaw Account (2 Attorneys/2 Years)	1,300
2 Laptops (2 Attorneys)	2,425
2 Desktop Computers (Advocate & Investigator)	2,000
Total District Attorney Support	\$754,719

National Support Training - Applicable training will be identified for grant personnel.

CONTRACTS (NON-FEDERAL)

Item	Cost
NON-FEDERAL TOTAL	\$0

CONTRACTS NARRATIVE (NON-FEDERAL)

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TOTAL CONTRACTS	\$2,260,719
TOTAL CONSULTANTS/CONTRACTS	\$2,260,719

H. **Other Costs** – List items (e.g., rent ([arms-length transaction only](#)), reproduction, telephone, janitorial or security services, and investigative or [confidential](#) funds) by major type and the basis of the computation. For example, provide the square footage and the cost per square foot for rent or provide a monthly rental cost and how many months to rent. The basis field is a text field to describe the quantity such as square footage, months, etc. [To View an Example, Click Here](#)

OTHER COSTS (FEDERAL)

Description	Computation				Cost
	Quantity	Basis	Cost	Length of Time	
					\$0
FEDERAL TOTAL					\$0

OTHER COSTS NARRATIVE (FEDERAL)

OTHER COSTS (NON-FEDERAL)

Description	Computation				Cost
	Quantity	Basis	Cost	Length of Time	
					\$0
NON-FEDERAL TOTAL					\$0

OTHER COSTS NARRATIVE (NON-FEDERAL)

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TOTAL OTHER COSTS	\$0
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I. Indirect Costs – Indirect costs are allowed if the applicant has a Federally approved indirect cost rate. A copy of the rate approval, (a **fully executed, negotiated agreement**), must be attached. If the applicant does not have an approved rate, one can be requested by contacting the applicant’s **cognizant Federal agency** , or the applicant may elect to charge a de minimis rate of 10% of modified total direct costs as indicated in [2 CFR Part 200.414f](#) . If the applicant's accounting system permits, costs may be allocated in the direct cost categories. (Use whole numbers as the indirect rate, an example is an indirect rate of 15.73% should be shown as 15.73) **To View an Example, Click Here**

INDIRECT COSTS (FEDERAL)

Description	Computation		Cost
	Base	Rate	
Indirect Cost Rate (6.2%)	\$2,816,192.00	6.2	\$174,604
FEDERAL TOTAL			\$174,604

INDIRECT COSTS NARRATIVE (FEDERAL)

For FY2018, the indirect cost rate for APD grants is 6.2% of total grant costs.

INDIRECT COSTS (NON-FEDERAL)

Description	Computation		Cost
	Base	Rate	
			\$0
NON-FEDERAL TOTAL			\$0

INDIRECT COSTS NARRATIVE (NON-FEDERAL)

TOTAL INDIRECT COSTS	\$174,604

Budget Summary – When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of Federal funds requested and the amount of non-Federal funds that will support the project.

Budget Category	Federal Request	Non-Federal Amounts	Total
A. Personnel	\$368,803	\$0	\$368,803
B. Fringe Benefits	\$167,078	\$0	\$167,078
C. Travel	\$4,623	\$0	\$4,623
D. Equipment	\$7,469	\$0	\$7,469
E. Supplies	\$7,500	\$0	\$7,500
F. Construction	\$0	\$0	\$0
G. Consultants/Contracts	\$2,260,719	\$0	\$2,260,719
H. Other	\$0	\$0	\$0
Total Direct Costs	\$2,816,192	\$0	\$2,816,192
I. Indirect Costs	\$174,604	\$0	\$174,604
TOTAL PROJECT COSTS	\$2,990,796	\$0	\$2,990,796

Federal Request	\$2,990,796
Non-Federal Amount	\$0
Total Project Cost	\$2,990,796

Public Reporting Burden

Paperwork Reduction Act Notice: Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a current valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time to complete and file this application is four (4) hours per application. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write the Office of Justice Programs, Office of the Chief Financial Officer, 810 Seventh Street, NW, Washington, DC 20531; and to the Public Use Reports Project, 1121-0188, Office of Information and Regulatory Affairs, Office of Management and Budget, Washington, DC 20503.

Program Narrative

Description of Albuquerque, New Mexico

Albuquerque, New Mexico is the 32nd largest city in the United States and is the only metropolitan community in New Mexico. Albuquerque has a population of 557,169¹ within a land area of 187.7 square miles. When Bernalillo County is included, the population increases to 675,551 within a landmass of 570 square miles. The median house hold income in 2014 was estimated at \$48,390. Over 46% of Albuquerque's population is of Hispanic or Latino ethnicity and 42% is White Non-Hispanic. The greater Albuquerque metropolitan area has a violent crime rate of 792.6 per 100,000 inhabitants (12th highest for metropolitan areas in the nation) and a sexual assault rate of 63.8 per 100,000 inhabitants (44th highest in the nation), a rate significantly higher than the rest of the state. ²

The Albuquerque Police Department (APD) is the largest law enforcement agency in New Mexico with 1,000 sworn positions of which 853 positions are filled. APD's police force is 37% Hispanic and 55% White Non-Hispanic. Metropolitan area law-enforcement includes the APD and the Bernalillo County Sheriff's Department (BCSD).

In response to the nationwide issue of unsubmitted Sexual Assault Evidence Kits (SAEKs) the Department of Public Safety (DPS) initiated a SAEK working group and began a state wide inventory of SAEKs. This group included the NM DPS, APD law enforcement and laboratory leadership, the New Mexico Coalition of Sexual Assault Programs (NMCSAP) as well as other criminal justice and victim advocate representatives from around the state. The New Mexico State Legislature created the NM SAEK Memorial Task Force, which absorbed the SAEK working group. Both the initial work group and the subsequent task force has the full buy-

¹ US Census Bureau 2014

² FBI UCR 2015

in from the City of Albuquerque and the leadership of APD, prosecutors, and partner state agencies, such as the Office of the Attorney General and Office of the State Auditor. The State Auditor continued the inventory started by the working group and conducted their own inventory and held public input meetings. APD was one of their in-depth site visit locations and was actively involved in the Auditor's assessment and report which was distributed in December 2016. APD is using the Auditor's report and national best practices as the basis to guide new City initiatives. The State Auditor released their report and concluded that our state has the highest rate of unsubmitted SAEKs per capita³.

New Mexico has two forensic crime labs with the capacity to process SAEKs: New Mexico Department of Public Safety (DPS) Forensic Laboratory Bureau (DPS/FLB) in Santa Fe and the APD Metropolitan Forensic Sciences Center (APD/MFSC) in Albuquerque. The DPS/FLB Northern Laboratory is the servicing laboratory for the entire state, with the exception of Albuquerque. APD's Forensic Science Center currently serves only Albuquerque. Prior to July 2015, Bernalillo County Sheriff's Office (BCSO) submitted their SAEKs to the APD/MFSC under a memorandum of understanding with the City of Albuquerque. Albuquerque's inventory of approximately 3,900 SAEKs includes 470 from BCSO that originated prior to mid-2015. SAEKs from BCSO collected after July 2015 are sent to the DPS/FLB in Santa Fe.

The City of Albuquerque, APD/MFSC is applying for the Bureau of Justice Assistance (BJA) Sexual Assault Kit Initiative (SAKI) grant funding to support not only the testing of unsubmitted SAEKs but to address and strengthen core areas of concern in the Department in a systematic way that forever changes the systems and culture that has allowed nearly 3,900 SAEKs to languish.

³ www.saonm.org/government_accountability_office

Problem Statement

The reasons for APD's high number of unsubmitted SAEKs mirror the national reasons: insufficient funding of laboratory personnel, insufficient infrastructure of computerized database and tracking systems, delayed recognition of the value and application of CODIS, and a long standing policy of testing SAEKs only as requested by the District Attorney's office for cases going to trial. The City of Albuquerque and APD leadership have fully embraced the task of resolving the problem of backlogged SAEKs and addressing the issues that have resulted in the lack of case resolution. In December 2015, APD leadership enacted a new policy that will assist in the submission and testing of all SAEKs. Storage retention policies have been increased to two years for non-reported sexual assault cases allowing victims more time to access necessary services and decide how to proceed based on their needs.

APD is moving forward with unobligated city funds to increase the investigative staff of the APD Sex Crimes Unit's cold case staff by three investigators and a half-time advocate liaison. The APD/MFSC was allotted a special appropriation of \$200,000 funds by the City's Mayor to begin the outsourcing of the oldest SAEKs to a private laboratory. While these are efforts in the right direction, they are inadequate to the City of Albuquerque's needs.

Another challenge for Albuquerque is the number, size and scope of overlapping multidisciplinary teams (MDTs) that provide support for victims of sexual assault. For example, the Albuquerque/Bernalillo Co. Sexual Assault Response Team addresses adult/adolescent sexual assault cases and the Albuquerque/Bernalillo County Child Abuse Team only addresses child physical abuse, sexual abuse, and neglect.

One of the essential components for an effective response to the issue of backlogged SAEK's is a high functioning MDT wherein criminal justice agencies can collaborate with diverse victim advocacy representatives and skilled health professionals. However, while the issues of unsubmitted SAEKs have been presented to these MDTs, evidence is not their priority. Albuquerque needed its own "SAEK MDT." In January 2017, the Albuquerque City Council created the Albuquerque Sexual Evidence Response Team (ASERT) to specifically work on the SAEK issues in Albuquerque. Intuitively, APD sees the opportunity to merge the City's drive for accountability, with the SAKI grant's vision for a community MDT to work on SAEK policies, training, tracking, etc., specific to Albuquerque's unique needs. A key component to ensuring the ASERT is an effective and productive partner is the employment of skilled and knowledgeable leadership to guide the team's efforts. APD does not have the funding for an appropriate position reflecting the required background, skills and abilities to lead this team and associated efforts in addressing the SAEK problem systemically.

APD/MFSC's current laboratory infrastructure is insufficient to test the significant number of old SAEKs. With the laboratory's current manual process, high personnel attrition and extended training times, the laboratory has been restricted to testing only SAEKs that are requested by the District Attorney's Office with an imminent court date. The City and APD leadership has made policy changes that will require all SAEK's be tested. To help in this process, APD is requesting three new analysts through city budget. Just this month, APD initiated a salary review of forensic analysts to address the retention of qualified analysts. APD is working with a contractor to review analyst productivity, robotics, and process mapping to identify areas to improve efficiency. These activities help but we need to strengthen the scientific work force at the APD/MFSC if we seriously intend to test 3,900 old, unsubmitted SAEKs and

keep the backlog from returning. The inventory of unsubmitted SAEK's will be completed working in conjunction with NM DPS as part of their 2016 SAKI award, in which they are accountable for the inventory of all unsubmitted SAEKs statewide.

APD recognizes the value of testing the old SAEKs to contribute to investigatory leads of cases, identify repeat offenders, enhance public safety by searching potential offender DNA in the Combined DNA Index System (CODIS) database, offer some victim closure and foster confidence in the criminal justice system. SAEKs from 1988 through 2003 will be outsourced with the understanding that many will not have prosecutorial actions.

Our proposal includes the challenges faced by the 2nd Judicial District Attorney's (DA) Office which serves Albuquerque and Bernalillo County. The DA's Office currently has 104 prosecutors who process nearly 25,000 cases per year. The NM Supreme Court exacted a rule (LR2-308), exclusive to Bernalillo County, which imposes strict deadlines for the production of scientific evidence. While the intent was to promote accountability, the impact has resulted in APD/FSC analyzing only cases with imminent court dates, defeating the application of DNA for early offender identification or linking sexual assault offenders among cases. The DA's Office has one Special Prosecutor for adult sexual assault, with a caseload averaging 25 indicted cases at any given time. The DA's Office also has a Crimes Against Children Unit with eight prosecutors, each with an average of 30 active cases, two-thirds of which are specific to child sexual abuse. The idea of legally processing just the impending Priority #1 cases makes the DA's work ahead seem insurmountable – never mind the number of cases resulting from the approximate 3,900 unsubmitted SAEKs. If only 5-10% of the unsubmitted SAEKs results in a viable case, without improved resources, the DA's Office will not have the capacity to address the cases requiring prosecution.

The last problem identified speaks to the resource-disparity between the two Crime Labs that analyze SAEKs in NM, APD/MFSC and DPS/FLD. Last year, NM DPS/FLD applied for and was awarded almost \$2 million in the 2016 DOJ SAKI grant cycle to address the unsubmitted SAEKs. In July 2016, our State Legislature allocated an additional \$1.2 million to DPS/FLD exclusively. Both the SAKI grant and legislative funds were allocated to support DPS/FLD in building capacity, infrastructure, and to commence analyzing the state's backlog. While DPS/FLB used the State Auditor's full count of 5,400 unsubmitted SAEKs in describing their problem statement, DPS/FLB is not assuming responsibility for Albuquerque's approximately 3,900 unsubmitted SAEKs. This grant proposal seeks to use the SAKI funds to build capacity, infrastructure, and to commence the testing of the SAEKs housed in APD's evidence unit, which is co-located at the MFSC.

In July 2016, the City of Albuquerque allotted a special increase to the APD/MFSC of \$200,000 for the outsource analysis of unsubmitted SAEKs. While these efforts will have a positive influence, it is insufficient to fully address the approximately 3,900 SAEKs.

Project Design and Implementation

The proposed project design follows the recommended BJA SAKI Model which is consistent with the NM State Auditor's report, consistent with the Santa Fe DPS SAKI grant, and is congruent with our leadership's vision of how to move forward. Specifically, our goals are to:

- 1) Thoroughly examine the individual, organizational, and systemic factors that led to the approximate 3,900 unsubmitted SAEKS in our jurisdiction and to fully document, describe, and offer informed solutions to the problem at APD;
- 2) Support and provide leadership for the Albuquerque-specific SAEK MDT called ASERT to work effectively with community partners to identify the contributing factors that resulted in a

lack of case resolution and identify concrete methods and resources needed to improve victim support, investigative outcomes and case resolution;

3) Recruit and hire a Site Coordinator as a central point of contact who will implement grant activities, create a victim-centered, trauma-informed focus to the work, and ensure project benchmarks are met and project deliverables are disseminated throughout Albuquerque and become an integrated part of statewide efforts; and

4) Provide funding to enhance prosecutorial resources in the 2nd Judicial District Attorney's Office to specifically address cases arising from the testing of the unsubmitted SAEKs.

Specific mechanisms to achieve goals include the following objectives:

Objective 1. Hire a Site Coordinator to oversee, implement and report on grant activities. Grant funds will be used for salaries and benefits, equipment, supplies, and training. Activities for the Site Coordinator will include: manage the meeting and activities of the ASERT; participate in the other Alb/Bern Co sexual assault/abuse related MDT meetings and the statewide SAEK Memorial Task Force activities; work with APD/FSC leadership on their internal processes; partner with the DPS SAKI Grant Coordinator in the development of the statewide tracking system; identify and develop best practices and policies relating to unsubmitted SAEKs; support law enforcement Sex Crimes investigation training development and implementation; lead policy development, training and outreach on victim notification; and keep other City departments and agencies informed and involved. The Site Coordinator will ensure project benchmarks are achieved, will attend recommended national SAKI workshops and conferences, and will identify and invite appropriate team members to join activities throughout. Funds are identified for computer, supplies, and travel for training and conferences for the Site

Coordinator. The SAKI Site Coordinator will oversee victim advocate activities as outlined in Objective 2.

Objective 2. Establish a Victim Liaison within the APD Sex Crimes unit, a Victim Advocate with the Albuquerque Rape Crisis Center and a Victim Advocate with the DA's Office. Grant funds will be used for salaries and benefits, equipment and supplies, and training. These positions will coordinate and implement victim-centered services within APD Sex Crimes, the community, and DA's Office. They will be responsible for cross-training, serve as contacts for victim inquiries, participate in the community MDTs, and implement victim notification processes. The Victim Liaison within the Sex Crimes Unit will coordinate the team of detectives' victim notification efforts and be responsible for coordinating the Special Field Officers and their outreach activities.

Objective 3. By the end of the first year of SAKI grant, APD proposes to advance the legal status of cases resulting from analysis of the testing of the unsubmitted SAEKs and APD Sex Crimes Unit investigations. Grant funds will be used to hire two prosecutors and one investigator for the 2nd Judicial District Attorney's office. The DA team will be dedicated to the work resulting from SAEK analysis from SAKI funds. The DA team will coordinate with APD departments and the ASERT MDT to ensure a supportive victim-centered prosecution of sex crimes. The DA team will address Priority #1 cases identified by APD Sex Crimes by developing a triage notification system, activating early contact with victims upon DNA/CODIS results, and collaborating with ASERT and other local resources to ensure victim engagement in legal proceedings. Funds will be used for salaries and benefits, equipment and supplies, and training, both national and in-state.

Objective 4. To support the investigation of cases arising from the outcomes of the program and specifically as a result of suspects identified through the testing of unsubmitted SAEKs, APD will utilize SAKI grant funds to provide overtime to detectives in support of such investigations.

Objective 5. With 853 sworn officers, APD has a two tiered response to sexual assault, field officers and detectives/investigators. Our team has also identified the need for specialized training for the front line field officers to improve their first response, knowing that the initial contact is one of the determining factors in whether a sexual assault victim continues to engage in the criminal justice system. APD envisions a 25 person team of specially trained Field Service officers who receive special training to provide trauma-informed response, assess high-risk or lethality factors, and immediately guide sexual assault victims to resources. This plan is modeled after our Crimes Against Children Unit (CACU), which has effectively increased the rates of victim and family engagement in the investigation and subsequent legal proceedings. The specially trained field officers also act as community service liaisons with the schools, neighborhood associations, and community events. No funding source has been identified for this training, however: APD Sex Crimes has already developed an outline for training of these officers and has offered to share with our colleagues at DPS. This will foster collaboration and consistency in the training of law enforcement officers in New Mexico. DPS indicated that the further development of such training may be an allowable cost under the 2016 SAKI grant they have received as it appears congruent with their grant applications core objectives so we would partner with them to further develop this training. National research identified that a predominant reason for not testing SAEKs is “low victim credibility, victim cooperation, and lack of continued contact with the victim.” APD needs to change that with enhanced knowledge and

skills through training, whether it is the continued development of in-house training or the utilization of training developed out of the DPS 2016 SAKI grant. Other training opportunities are the national and state training conferences as new staff and some of the existing Sex Crimes Unit staff need advanced training in Forensic Experiential Trauma-Informed Interviewing (FETI).

Objective 6. APD Crime Lab's current laboratory infrastructure is insufficient to test the significant number of old unsubmitted SAEKs. With the laboratory's current manual process, high personnel attrition and extended training times, the laboratory has been restricted to testing only SAEK's that are requested by the District Attorney's office with an imminent court date. APD leadership has made policy changes that will require SAEK's be tested in a timely manner. As already noted, the City of Albuquerque/ APD are requesting the funding for additional new forensic scientists through city budget. However, it will take a significant period of time to establish new positions, hire and train new scientists. In the meantime, APD is proposing the use of SAKI \$1.5 million in grant funds to outsource the testing of approximately 1,200-1,500 of the unsubmitted SAEKs. Emphasis will be placed on Priority #1 cases (within Statute of Limitations, victim cooperative, etc.). These cases typically have the most viable prosecution. APD recognizes the value of testing all SAEKs is to contribute to investigatory leads of the cases, identify repeat offenders, enhance public safety by searching potential offender DNA in the database, offer some victim closure and foster confidence in the criminal justice system. It remains the goal of the City of Albuquerque/APD to ultimately test all of the approximate 3,900 unsubmitted SAEKs as funding can be identified and resources permit.

Inherent throughout all activities will be to build an infrastructure that will be sustaining after the grant funding ends. APD will review and develop protocols and policies to support

improved coordination and collaboration among police, labs, victim service providers, and prosecutors. APD will focus resources and attention to comprehensively address sexual assault investigations and prosecutions resulting from evidence and CODIS hits from tested SAEKs. APD will implement victim-centered notification protocols and services. APD will also coordinate with our traditional rape crisis center and SANE program and include the services for marginalized populations, such as Asian Family Services, Coalition to Stop Violence Against Native Women, and Enlace Comunitario, an agency dedicated to immigrant and Spanish-speaking victims.

Capabilities and Competencies

The City of Albuquerque, APD, and community sexual assault MDT agencies are poised and ready to implement the BJA SAKI grant objectives. APD has the coherence, collaboration and momentum to move forward along with key support from leadership, as detailed in the letters of commitment.

In addition, APD's Planning Division will be responsible for fiscal and programmatic management of this grant. The Division currently manages over 40 grants with revenue exceeding \$9 million. The majority of them are either federal or federal pass-through grants. Maria Garcia-Cunningham, the current APD Planning Manager, will serve as the lead on this project. Ms. Garcia-Cunningham has a Bachelor of Science in Business Administration and a Master of Arts in Management and has over 21 years of grant management and project implementation experience.

APD has strong capacity within their Sex Crimes Unit which has four full time detectives representing a combined 30 years' experience and average retention of seven years. The current Sex Crimes Sergeant has extensive experience in investigation (homicide, vice, narcotics and sex crimes), management, internal operations, and community coordination. Three investigators were added in July 2016 as civilian contractors with prior law enforcement and investigative experience. These investigators work exclusively with the cold cases. Several Sex Crimes Unit detectives have attended the national End Violence against Women (EVAW) conferences, the FETI training held in Dallas, and the NMCSAP sponsored two-day FETI training. Sex Crimes detectives provide cross-training to the Rape Crisis Advocates, SANE nurses, Department of Health investigators, and campus security. The sergeant and detectives participate in the multiple city and state MDT meetings, maintaining active relationships with service providers. As members of this grant's planning team, APD Sex Crimes Unit fully supports the grant goals and objectives.

The Metropolitan Forensic Science Center houses both the APD forensic casework DNA laboratory, and the New Mexico DNA Identification System Administrative Center (NMDIS), the legislatively designated State DNA Indexing System (SDIS) laboratory. Although housed in the same facility and jointly administered by the APD, these two laboratories are independently managed and funded. Both laboratories comply with the SAKI grant requirements for annual quality assurance audits. Representatives from both labs laboratories are part of the planning team for this grant.

APD is committed to coordinating with state activities as well. The DPS SAKI Grant Administrator has participated in our grant planning to ensure compatibility with DPS SAKI

objectives. APD and DPS have discussed strategies for sharing training resources, working on policies to ensure consistency, and collaborating on the state tracking system.

During 2017, all certified officers in NM – including APD – will receive the new one-hour officer mandated training module entitled *Sexual Assault Biological/DNA Evidence: Laws, Responsibilities, Working with Crime Labs, Advocates, and Prosecutors/DA's to Enhance your Sexual Assault Investigation*, developed by NMCSAP in association with the New Mexico Law Enforcement Academy Board and funded/approved by NM STOP VAWA funds.

Members of the Alb/Bernalillo County SART are also fully supporting the SAKI goals of eliminating the problem of unsubmitted SAEKs. Members from the SART agencies are involved with this application team and are committed to continuing support, including the Rape Crisis Center of Central New Mexico, the Albuquerque SANE Collaborative, and the 2nd Judicial District Attorney's Office. Additional members will be added to represent Bernalillo County Sheriff's Office and others as identified. The other Albuquerque/Bernalillo County MDT's are informed of our SAKI grant objectives and are willing to include the SAKI Site Coordinator in their meetings and work.

Albuquerque took the initiative in recruiting a retired prosecutor who has donated time and expertise in reviewing sexual assault cases that have not had their SAEKs tested. Teamed with an APD Sex Crimes cold case investigator, they have retrieved key information from case files to determine Priority 1 Cases (within Statute of Limitations, victim cooperative, etc.), cross-referenced cases with the 2nd Judicial District's Case Management System, and identified cases where the offender has been adjudicated for the crime without the SAEK being tested (these are the only SAEKs that will not be tested). The prosecutor has identified cases where the victim was not located, cases that were never turned over to the prosecutor, and cases where the SAEK

was not tested for other reasons. APD has taken preliminary steps in working with the State's Administrative Office of the Courts to search their database and APD will be summarizing/sharing this strategy with others in the state.

As mentioned earlier, New Mexico responded to the unsubmitted SAEK issues with the development of a work group that later was formally designated by our state legislature as the NM SAEK Memorial Task Force. Leadership of the Task Force is shared by DPS and the NM Coalition of Sexual Assault Programs (NMCSAP). The subsequent task force has full buy-in from sexual assault and child sexual abuse providers, advocates, law enforcement, prosecutors, and state agencies, such as the Office of the Attorney General and Office of the State Auditor. Since the beginning, APD Sex Crimes Unit and APD Crime Lab have actively participated in the state meetings. The NMCSAP Co-Chair of the SAEK Memorial Task Force brings over 16 years' experience in working with sexual assault and is actively involved with development of this grant.

Plan for Collecting Data Required for Solicitation's Performance Measures

The BJA SAKI application requires reporting requirements that APD is committed to providing. Sample performance measures include: required data on the completed inventory; number of SAEKs that require testing; the number of SAEKs proposed for and completed by out-sourced testing; number of DNA profiles entered into CODIS; and number of CODIS hits. All CODIS hits will be reported and will include the number of forensic hits and offender/arrestee hits, hits that are in-state and out-of-state, known/unknown offenders, and for offender/arrestee hits, information regarding type, i.e. cold, warm, serial sex-offender, non-sex offender hits, etc.

Additional performance measures collected by Site Coordinator will include meetings, attendance, and policies developed. The Site Coordinator will work with the Sex Crimes Unit to capture investigations initiated, victims contacted and engaged, and other law enforcement benchmarks. The Site Coordinator will track the effectiveness of using the team of specially trained Field Service Officers as well as the effectiveness of the three advocates who represent different agencies (rape crisis, police, and DA). The Site Coordinator will work with the District Attorney's Office to identify data on prosecutorial activities relating to the unsubmitted SAEKs, such as number of cases charged, dismissed, pled, sent to trial and trial outcome. Lastly, the Site Coordinator will identify and report on performance measures resulting from the ASERT activities.