

Michigan Commission on Law Enforcement Standards
Michigan Justice Training Fund
2021 GRANT APPLICATION SUMMARY

APPLICANT AGENCY: Ingham County Sheriff's Office		COMMISSION #: LE-03
PROJECT TITLE: Capital Area Emergency Vehicle Operation Program		
PROJECT PERIOD: 1/1/2021 – 12/31/2021		REQUESTED AMOUNT: \$87,226.03
PROGRAM ANALYSIS: Joseph Kempa		FISCAL ANALYSIS/RECOMMENDATION: Deb Thelen

PROJECT SUMMARY

PRIORITY PROGRAM AREAS:

The training proposal meets the Commission's priority programs and advisory in-service training standards in emergency vehicle operations (EVO).

PRIORITY APPLICANTS:

Licensed officers in the Capital Region area of Michigan

PROPOSED TRAINING (summary of application):

This training program will target 180 MCOLES-licensed police officers to be trained in the 2021 Capital Area EVO Program. The program will be a one-day (10 hours of training) session designed to review basic skills and build upon current skills.

TRAINEES (# of trainees per session; # of sessions, total # trainees):

Course	Number of Trainees	Sessions	Total Trainees	Instructor	Location
Capital Area EVO	15	12	180	Boerkoel	Brooklyn, MI

INSTRUCTORS (summary of instructor credentials, # of instructors, agency affiliation):

See chart above

TRAINING SITE (list locations):

See chart above

PROGRAM ANALYSIS

The grant application is well-written, provides a justification for the training, and is consistent with the Commission's priority areas of training.

The Problem Identification section is complete and reflects the expressed training needs of the law enforcement agencies in Michigan. In addition, the application cites recent statistics supporting the need for ongoing EVO training for law enforcement officers. Ingham County has suffered two fatal law enforcement crashes involving Sheriff's Office deputies and clearly relates a sense of professional responsibility to continue advanced education and the refinement of technical skills relating to emergency vehicle operation.

The application outlines two types of instructional methods, interactive lecture, and kinesthetic learning. Incorporating two methods helps to ensure a successful transfer of knowledge from the instructor to the student. Students will attend a 2 ½-hour classroom lecture entailing civil liability, vehicle performance and dynamics, pursuit driving, and defense driving. In addition, students will participate in a 5-hour lab consisting of cone course exercises, performance course, scenarios, and physical skills evaluation.

In reviewing the feedback section of the application, MCOLES recommends use of the Kirkpatrick model of evaluation. The Kirkpatrick model goes beyond immediate student feedback and tracks long-term individual behavioral change and, long-term organizational impact. Understanding that contemporaneous student feedback as stated in the application is important, so too is the need to capture how the training benefits organizations on a boarder scale.

FISCAL SUMMARY AND ANALYSIS

Grant funding is being requested for 12 sessions of the Capital Area Emergency Vehicle Operation (EVO) Program with an anticipated 10-15 participants per session. The goal of the Capital Area EVO Program is to improve and reinforce emergency driving skills in order to reduce deaths and injuries associated with emergency driving incidents. The application states that the training is limited in availability and dependent on financial assistance. This program has been funded intermittently 17 times since 1993.

The application indicated that a fee of \$50.00 per student will be charged for each session of the Capital Area EVO Program. Grant funds are being requested to cover 75% of the cost for six instructors provided by the Ingham County Sheriff's Office for each session. The remaining 25% of the instructional cost will be covered by their match share. Likewise, employee preparation time for each session and employee administrative costs are shared with the same split of 75% and 25%. In addition, lunch for instructors and participants as well as supplies and operating expenditures that includes various vehicle maintenance items, fuel, traffic cones, protective helmets, etc. were also requested in the application using the same percentage allocation. Two vehicle maintenance line items in the Supplies and Operating budget category include costs for six training vehicles rather than five vehicles as referenced in the application and used in the calculation for multiple other budget line items. Correction to these two line items reduces the total cost in the Supplies & Operating category by \$208.80 and the grant share by \$156.59.

Participating member agencies in the Capital Area EVO Program will incur the cost of their employee instructors who will be donated to the program. The total hours and dollar amount of their contribution will vary greatly due to staffing levels and agency involvement.

Administrative costs applied to grant funding total \$6,785.93, which is 5.8% of the total costs after taking into account the reductions noted above. This is within the recommended guideline of 8%. All other costs outlined in the application are reasonable and within the guidelines. After taking into account the reductions noted above, match share funds total \$29,023.21. This calculates to 25% of the total costs, thereby meeting the 25% minimum match requirement.

Funding History:

The following contains data for the past four grant awards of this program.

Grant #	Start Date	End Date	Requested	Awarded	Expended	% Expended
64127-14T8	01/01/2009	12/31/2009	\$74,948.00	\$71,588.00	\$25,514.54	36%
64127-15T10	01/01/2011	12/31/2011	\$49,733.00	\$49,733.00	\$29,077.91	58%
64127-16T12	01/01/2013	12/31/2013	\$68,668.00	\$52,713.97	\$49,543.34	94%
64127-17T14	01/01/2015	12/31/2015	\$73,925.80	\$73,185.90	\$73,141.05	99.9%

Delinquencies:

No delinquencies are noted for this grant program.

Priorities:

If a reduction to the grant funding request is necessary, the application indicates that the number of sessions should be reduced. Elimination of one session reduces the grant funding request by \$3,804.56.

The grant funding priority by budget category is as follows:

- 1) \$34,838.34 for Supplies and Operating
- 2) \$50,781.19 for Personnel
- 3) \$459.00 for Employee Travel
- 4) \$1,147.50 for Trainee Travel

PRELIMINARY RECOMMENDATION:

Staff recommends grant funding in the amount of **\$87,069.44** pending approval by the Commission and final determination of available funds. The recommended funding amount includes the \$156.59 reduction as noted above in the analysis.