

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

APPLICANT AGENCY: <b>Michigan State Police</b>		COMMISSION #: <b>SPEC-01</b>
PROJECT TITLE: <b>Forensic Science Training</b>		
PROJECT PERIOD: <b>1/1/2021 – 12/31/2021</b>		REQUESTED AMOUNT: <b>\$508,812.50</b>
PROGRAM ANALYSIS: <b>Joe Kempa</b>		FISCAL ANALYSIS/RECOMMENDATION: <b>Deb Thelen</b>

**PROJECT SUMMARY**

**PRIORITY PROGRAM AREAS:**

The training proposal does not meet the Commission’s priority programs and advisory in-service training standards for law enforcement. As a specialty grant the Forensic Sciences Division (FSD) must continue to provide the latest certifications and training in scientific principles so the Division can continue to be a valid and quality resource for MSP and meet the demand from for lab services from outside agencies.

**PRIORITY APPLICANTS:**

The training and certifications are meant for civilian and enlisted personnel of the Forensic Sciences Division. Information from the training is also shared with other law enforcement agencies across the state. The FSD must continue to meet the accreditation standards established by the American Society of Crime Laboratory Directors/Laboratory Accrediting Board (ASCLD/LAB).

**PROPOSED TRAINING (summary of application):**

The training events identified in the application ensure the continued competency of lab personnel through continuing education.

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

See chart on next page

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

See chart on next page

**TRAINING SITE (list locations):**

See chart on next page

**Training:**

<b>Course</b>	<b>Hours</b>	<b>Instructors</b>	<b>Location</b>
ANAB	27	TBD	Lansing, MI
ASCLD	40	TBD	Boston, MA
MAFS	40	TBD	Chicago, IL
Digital Imaging	40	TBD	TBD
SOFT	40	TBD	San Diego, CA
Palm Print	24	Ron Smith	TBD
AFTE	48	TBD	Miami, FL
Shooting Incident	40	TBD	TBD
DEA Forensic Chemist	40	TBD	Dulles, VA
ASQDE	40	TBD	Frankenmuth, MI
AFQAM Training	28	TBD	TBD
Expert Witness	36	Knoll, Holka	Lansing, MI
AAFS	48	TBD	Houston, TX
Analysis of Latent Prints	16	Maceo	TBD
Fiber Analysis	40	TBD	TBD
Crime Scene Recon	40	TBD	Detroit, MI
CLIC	36	TBD	TBD
MATT	16	TBD	TBD
Ammunition Tour	24	TBD	Oxford, MS and Anoka, MN
IAI	48	TBD	Nashville, TN
Technician Witness	24	Knoll, Holka	Lansing, MI
Footwear Analysis	40	TBD	TBD
Essential Ridgeology	40	John Bush	TBD
Mass Fatality Incident	16	Nutter	TBD, MI
Spectral Interpretations	40	TBD	Madison, WI
Glock and Beretta Tour	32	TBD	Smyrna, GA and Gallatin, TN
Fire Debris	40	TBD	TBD
Effects of Drugs on Humans	40	TBD	TBD
Exclusion and Sufficiency	36	Black	TBD
Advanced Shooting Incident	40	TBD	TBD
Advanced Blood Stain	40	TBD	TBD
Advanced Fire Debris	40	TBD	TBD
Advanced ACE	40	Langenburg	TBD
Sig and Remington Tour	10	TBD	Jacksonville and Lonoke, AR
Intro to Bloodstain	40	Singley	TBD
Advanced Footwear	40	TBD	TBD
Forgery and Fabricated Prints	16	Babler	TBD
Midwest Firearms Training	24	TBD	Indianapolis, IN
Advanced Fire Debris Online	40	TBD	Online
Logical Latent Print	16	Brazelle	TBD
Tire Analysis	40	TBD	TBD
Comp of Sole Impressions	16	Sellenraad	TBD
Polarized Light	40	TBD	TBD
Lab Directors Training	24	TBD	TBD

Mass Spectral Online	18	TBD	Online
Paint Analysis	40	TBD	TBD
Fire Debris Online	40	TBD	Online
Explosives	40	TBD	TBD
ISEE	36	TBD	Orlando, FL
Ion Chromatography	32	TBD	TBD
SAFDE	24	TBD	TBD
Print Process ID Conf	32	TBD	Charlotte, NC
Fit Testing	24	McKay	Cincinnati, OH
Industrial Hygiene Conf	24	TBD	Online
Shot Show	32	TBD	Las Vegas, NV
SOFT Continuing Education	8	TBD	TBD

## PROGRAM ANALYSIS

The Forensics Science Division (FSD) outlines the classes, seminars, and training needed to maintain the required certifications and accreditation for lab personnel and the laboratories. FSD is accredited by the American Society of Crime Laboratory Directors, which requires training and continuing education for personnel and analysts. Lab personnel must be familiar with the latest technology in order to continue to provide valid scientific services and analyses to federal, state, and local agencies.

In the Training Objectives section, the applicant lists each topic and provides a summary of the training offered. Although some of the training delivery methods are unknown at this time those that are listed contain a blend of lecture and practical exercises. Since scientific research is often new and must be shared with a relatively large number of participants presentations and lectures work well for this type of training.

In addition to conventional participant evaluations, FSD will monitor performance on the job through supervisor appraisals, an examination of certificates of completion, proficiency tests, analytical performance, and employee presentations to other employees.

The training has merit and is necessary to maintain accreditation. Although the applicant made an attempt to identify training locally in Michigan, the necessary training is frequently offered out of state.

## FISCAL SUMMARY AND ANALYSIS

The Michigan State Police (MSP) Forensic Science Division (FSD) is accredited by the ANSI National Accreditation Board (ANAB). A key component in maintaining laboratory accreditation is a requirement to ensure the competency of laboratory personnel through a continuous training program. The programs identified in the request for 2021 grant funding address the specialized training required through technical seminars, workshops, symposia, practical exercises, formalized coursework, and professional trainings. The application states that the available departmental funding for mandated training is not sufficient to address the specialized needs of the forensic laboratory system. As a result, grant funding is needed in order to meet the continuing education requirements.

The application also states that effort is made to bring programs into Michigan where feasible, but the training requirements cannot be met through established state government or in-house programs alone, therefore, training must be taken advantage of when and where programs are offered. The training required for certification and/or licensure is not typically available in Michigan, which necessitates an extensive amount of travel. In this application, 55% of the requested grant funding is for travel related expenses and 43% is for tuition. Grant funds in the amount of \$218,499.00 are being requested to cover 100% of the tuition costs for 49 training programs. A total of \$279,363.50 is being requested for the travel costs for 52 training programs. In addition, supplies and operating costs totaling \$11,000.00 for three programs is being requested to cover vehicle and tow expenses and shooting range, classroom, and meeting room rental. The course details and cost justification sections of the application provide explanation and support for the line items in the proposed budget.

The proposed budget for trainee travel includes 52 line items, and all but 3 of the line items require an adjustment. This impacts the requested dollar amount that is eligible for grant funding from the requested amount of \$279,363.50 in this budget category to \$227,065.00, which is a difference of \$52,298.50. The reductions also impacted the match share funding in this budget category by \$31,873.00, reducing it from \$67,557.00 to \$35,684.00. The MJTF grant program requires double occupancy for lodging, and a majority of the reductions were due to 47 trainee travel line items in the proposed budget being based on single occupancy and not accounting for this restriction. The Schedule of Travel Rates for the MJTF grant program also limits grant funding for lodging costs to \$85.00 per night. The lodging cost per night for the majority of the training programs exceeds this rate, however, the difference of \$67,557.00 has been applied to match share funding. Other adjustments to the trainee travel are as follows: 1) MAFS Training: remove \$336.00 due to no identification of or justification for the expense; 2) DEA Forensic Chemist Seminar: adjust meal rates to regular out of state rates; 3) IABPA Conference: adjust meal rates to regular out of state rates; 4) SAFDE: airport parking reduced from \$350.0 to \$240.00, which allows for up to \$20.00 per person per day to be grant funded; 4) The training locations are unknown at this time for MATT Drug Monitoring Training, Robert Borkenstein Course on the Effects of Drugs on Human Performance and Behavior, Advanced Shooting Incident Reconstruction, Advanced Bloodstain Pattern Analysis, Intro to Bloodstain Pattern Analysis on Fabrics and Digital Casework, Detection of Forgery and Fabricated Latent Prints, IABPA Conference, Logical Latent Print Analysis, and Polarized Light Microscopy. The dollar amount of airfare allowable for grant funding was reduced to \$560.00 per person for each of these as this is reasonable and consistent with the majority of the other trainings in the application in which the location is yet to be determined.

In addition to the travel reductions, the line item in the tuition budget category for SOFT Continuing Education Workshops should be removed. This is not for a specific workshop or training but is a

blanket request of \$10,000.00 to be used for the tuition costs of various workshops throughout the year. As a result, no detailed training information is able to be provided. Removal of this budget line reduces the grant funding request for tuition from \$218,449.00 to \$208,449.00. The \$265.31 line item in Personnel that is associated with this training and applied to match share funding should be removed as well. Removal of this line reduces the total match share funding in Personnel from \$141,987.09 to \$141,721.78. The result after taking into account the adjustments in all the budget categories is a \$62,298.50 reduction, and this changes the grant funding from the requested \$508,812.50 to a recommendation of \$446,514.00.

All costs outlined in the Personnel category are documented as administrative costs and are applied to match share funding. However, narrative in the application references creating and facilitating the Expert Witness and Technician Witness courses, which indicates that a portion of the hours allocated to administration may actually need to be applied to development, preparation, and/or instruction.

There were additional items found during analysis of the trainee travel budget proposal that do not impact the amount of grant funding that is being requested but that the applicant should note. These are as follows: 1) Shooting Incident Reconstruction: The cost breakdown in course details and the proposed budget calculations are for 16 participants, however, 20 participants are indicated in the course detail and cost justification narrative. Tuition is a flat rate so there is no impact, but this could impact travel costs since the budget calculations applied are based on 16 participants; 2) DEA Forensic Chemist Seminar: The airfare in the justification references \$2,148.50 for 2 people; however, in the proposed budget it is \$1,170.00, and this was the amount used for grant funding purposes; 3) Crime Scene Reconstruction: The course details indicates 24 participants, however, the proposed budget calculations are based on 18 participants. The cost justification references 24 participants, but the calculations are based on 18 participants. For grant funding purposes, the costs for 18 participants was used.

Administrative costs are included in the proposed budget, but these costs are only applied to match share funding. In the proposed budget detail, 57 program administrators are listed for the courses identified in the proposal in addition to the project administrator. While this number seems excessive, it does not impact the amount that is being requested for grant funding since the administrative costs for these personnel are applied to match share funding. It does, however, inflate the percentage of the match share funding. After taking into account the reductions applied to trainee travel and tuition, the match share calculates to 28.4%, which meets the 25% match share requirement. Without the \$31,536.58 for these personnel and accounting for the reductions in trainee travel and tuition, calculation of the match share percentage changes from 29.2% to 24.6%. While this falls slightly short of the 25% match requirement, it would be unreasonable to eliminate the full amount for the program administrators. Also, travel costs such as airfare and car rental are estimated and any costs that exceed the approved grant funding will increase the actual dollar amount that is actually applied against the match share funding. In addition, at the end of the grant award and prior to the final reimbursement, a grant close out analysis is completed in order to verify that the 25% match has been attained based on the actual total costs and the actual match costs reported. If it has not been reached, the final payment is reduced, or the grantee is invoiced, for the dollar amount required to meet the 25% match requirement.

**Funding History:**

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

Grant #	Start Date	End Date	Requested	Awarded	Expended	% Expended
63798-1-T11	01/01/2012	12/31/2012	\$477,695.00	\$241,887.00	\$180,241.26	74%
63798-2T12	01/01/2013	12/31/2013	\$440,504.00	\$200,453.25	\$178,466.34	89%
63798-3T13	01/01/2014	12/31/2014	\$321,765.25	\$171,909.25	\$144,812.89	84%
63798-4T14	01/01/2015	09/30/2016	\$359,577.75	\$194,613.77	\$192,309.82	99%
17SPEC-168-02	01/01/2017	09/30/2018	\$258,379.00	\$254,719.00	\$222,774.80	88%

**Delinquencies:**

No delinquencies are noted for this grant program. The quarterly grant reports for the most recent grant award were submitted on or before the deadline for all quarters.

**Priorities:**

The application prioritizes all 57 training courses in which grant funding is being requested. The lowest priority is the SOFT Continuing Education Workshops for \$10,000.00, which has already been removed. The second lowest is the Shot Show for \$9,127.50. The third lowest is American Industrial Hygiene Conference and Expo for \$599.00. The fourth is Fit Testing Refresher and Advanced Topics for \$1,250.00, and the fifth is SAFDE for \$3,998.00. The dollar amounts indicated is the grant funding that the applicant requested for each course and does not include any of the recommended reductions. The priorities for the courses from highest to lowest are as follows:

- 1 ANAB Training
- 2 ASCLD Symposium
- 3 MAFS Training
- 4 Digital Imaging
- 5 SOFT Training
- 6 Palm Print Comparison Techniques
- 7 AFTE Training
- 8 Shooting Incident Reconstruction
- 9 DEA Forensic Chemist Seminar
- 10 ASQDE Training
- 11 AFQAM Training Conference
- 12 Expert Witness
- 13 AAFS Training
- 14 Analysis of Distortion in Latent Prints
- 15 Fiber Analysis
- 16 Crime Scene Reconstruction I
- 17 CLIC Training
- 18 MATT Drug Monitoring Training
- 19 Federal and Winchester Ammunition Tour
- 20 IAI Conference
- 21 Technician Witness
- 22 Footwear Analysis

- 23 Essential Ridgeology Techniques
- 24 Mass Fatality Incident Exercise
- 25 Spectral Interpretation Applications
- 26 Glock and Beretta Tours
- 27 Fire Debris Analysis
- 28 Robert Borkenstein Course on the Effects of Drugs on Human Performance and Behavior
- 29 Understanding Exclusion and Sufficiency Decisions
- 30 Advanced Shooting Incident Reconstruction
- 31 Advanced Bloodstain Pattern Analysis
- 32 Advanced Fire Debris Analysis
- 33 Advanced ACE-V Applications for Fingerprint Examiners
- 34 Sig Sauer and Remington Ammunition Manufacturer Tour
- 35 Intro to Bloodstain Pattern Analysis on Fabrics and Digital Casework
- 36 Advanced Footwear Analysis
- 37 Detection of Forgery and Fabricated Latent Prints
- 38 Midwest Firearms Training Seminar
- 39 IABPA Conference
- 40 Advanced Fire Debris Online Course
- 41 Logical Latent Print Analysis
- 42 Tire Analysis
- 43 Comparison of Sole Impressions
- 44 Polarized Light Microscopy
- 45 Midwest Crime Laboratory Directors Training
- 46 Mass Spectral Interpretation Online Course
- 47 Paint Analysis
- 48 Fire Debris Analysis Online Course
- 49 Explosives Analysis
- 50 ISEE Conference
- 51 Ion Chromatography
- 52 SAFDE
- 53 Print Process Identification Forensic Document Examiners Conference
- 54 Fit Testing Refresher and Advanced Topics
- 55 American Industrial Hygiene Conference and Expo
- 56 Shot Show
- 57 SOFT Continuing Education Workshops

**PRELIMINARY RECOMMENDATION:**

Staff recommends funding in the amount of **\$446,514.00**, pending Commission approval and final determination of available funding. This amount includes reductions totaling \$62,298.50 as identified in the analysis above.