



south carolina
DEPARTMENT *of* PUBLIC SAFETY
PROTECT. EDUCATE. SERVE.

Office *of* Highway Safety and Justice Programs

State-Funded School Resource Officer (SRO) Program
Open Solicitation Workshop

School Resource Officer (SRO) Program

- What is the SRO Program?
 - The SRO Program is a state-funded program that can provide funding to local law enforcement agencies for the salary/fringe, training, and equipment for a full-time SRO assigned to an eligible school.
- How is the funding provided?
 - If an application is approved, an award is made to the law enforcement agency. Once the law enforcement agency assigns an SRO to an approved school, approved salary/fringe, training, and equipment costs can be reimbursed to the law enforcement agency through a Request for Payment (RFP) accompanied by supporting documentation.
 - There is no local matching requirement.
 - The procurement, purchase, and reimbursement process will be explained in detail at a Project Management Course after an award is made.
 - For more information, last year's Project Management Course can be viewed at the SRO Program [Website](https://scdps.sc.gov/ohsjp/school-resource-officer-program) located at <https://scdps.sc.gov/ohsjp/school-resource-officer-program>.

School Resource Officer (SRO) Program

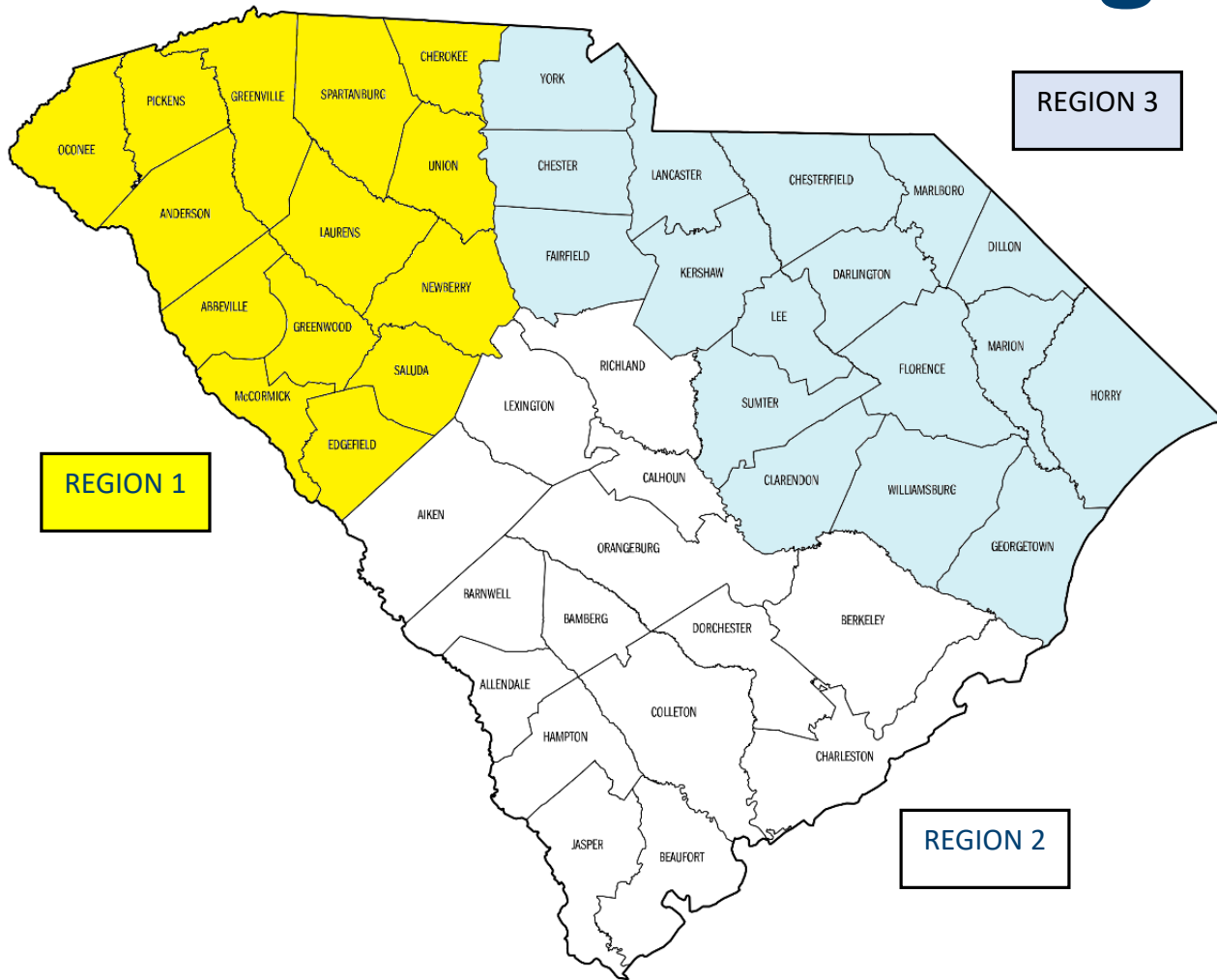
- What schools are eligible for a state-funded SRO position under the SRO Program Open Solicitation?
 - Must be a public or charter school associated with **ONE** of the following:
 - A county school district
 - The South Carolina Public Charter School District
 - An institution of higher learning charter authorizer. Currently, these are the Charter Institute at Erskine and the Limestone Charter Association.
 - Must be a new position that has not had local funding for an SRO position from the school district, law enforcement agency, or a combination of any local funding.
 - Must be in its own building **OR** receive SCDPS approval after a site visit that demonstrates the need for a state-funded SRO position.
 - If the school is in a building with another school or within a school complex with multiple buildings, contact your SRO Program Coordinator for additional clarification or to set up a site visit.

School Resource Officer (SRO) Program

Some key points to note:

- The funding is for certified law enforcement officers to serve as an SRO, not security guards, part time officers, or overtime
- A state-funded SRO must be full time and assigned to one school
- A state-funded SRO must remain at their assigned school during normal school hours (see solicitation for limited exceptions to this requirement)
- An SRO is considered locally funded regardless of whether the funding is coming from the school district, the local government, or a combination of both
- A school is considered to have adequate resources to hire their own SRO if they have had a locally funded SRO position in the past
- The SRO Program will not replace local funding with state funding
- The SRO Program does not fund a second SRO in a school

SRO Program Regions



REGION 3

Region 1 Coordinator

Rick Shell

Counties:
Abbeville
Anderson
Cherokee
Edgefield
Greenville
Greenwood
Laurens
McCormick
Newberry
Oconee
Pickens
Saluda
Spartanburg
Union

Region 2 Coordinator

Jonathan Taylor

Counties:
Aiken
Allendale
Bamberg
Barnwell
Beaufort
Berkeley
Calhoun
Charleston
Colleton
Dorchester
Hampton
Jasper
Lexington
Orangeburg
Richland

Region 3 Coordinator

Laura Krautler

Counties:
Clarendon
Chester
Chesterfield
Darlington
Dillon
Fairfield
Florence
Georgetown
Horry
Kershaw
Lancaster
Lee
Marion
Sumter
Williamsburg
Marlboro
York

Program Contacts:

School Resource Officer Program
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Blythewood, SC 29016
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SROProgram@scdps.gov

Mike Tucker, Program Manager
803-896-9958 Office
803-213-9485 Cell
MichaelTucker@scdps.gov

Kayla Boston, Admin. Asst.
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KaylaBoston@scdps.gov

Rick Shell, Program Coordinator
803-896-8709 Office
803-922-4659 Cell
RichardShell@scdps.gov

Jonathan Taylor, Program Coordinator
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JonathanTaylor@scdps.gov

Laura Krautler, Program Coordinator
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Financial Contacts:

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Blythewood, SC 29016
803-896-5201 Fax
SROAccountingTeam@scdps.gov

Kashawanna Kennedy,
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KashawannaKennedy@scdps.gov

Mia Lynch, SRO Accountant
803-896-8414 Office
MiaLynch@scdps.gov

Ted Blanding, SRO Accountant
803-896-7944 Office
TedBlanding@scdps.gov

Melody Wise Butler, SRO Accountant
803-896-8426 Office
MelodyButler@scdps.gov

The application process:

- Please READ the Solicitation
 - This presentation will hit the highlights of the Solicitation, but you need to be familiar with the whole Solicitation.
 - This presentation will also walk the law enforcement agency through the SCDPS online application.
 - Links to this presentation and the solicitation are at:

<https://scdps.sc.gov/ohsjp/school-resource-officer-program>

**South Carolina
Department of Public Safety
Office of Highway Safety and Justice Programs**



**State-Funded School Resource Officer Program
Open Solicitation**

Award Period Ends: June 30th of each year

Updated: March 2024

This solicitation will remain open until rescinded

School Resource Officer (SRO) Program

We want you to be fully informed of program processes:

- Prior to submitting an application, new applicants are encouraged to review the last Project Management Course located on the SRO Program Website for program, financial, and procurement procedures
<https://scdps.sc.gov/ohsjp/school-resource-officer-program>
- Your SRO Program Coordinator is also available to answer questions or conduct a technical review of your application prior to submission



south carolina
DEPARTMENT *of* PUBLIC SAFETY
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Office of Highway Safety and Justice Programs

SFY 2023-2024 SRO Program
Project Management Course



SC DEPARTMENT *of* PUBLIC SAFETY

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REVIEW



School Resource Officer (SRO) Program

The application process consists of two parts that **MUST** be done annually.

- Part 1 of the annual application allows the school district to:
 - Request continued funding in the new fiscal year for existing state-funded SRO(s)
 - Request a full-time state-funded SRO for eligible new schools or existing schools that don't have local funding for an SRO
- Part 2 of the annual application allows the law enforcement agency to:
 - Add new state-funded SRO positions at eligible schools being requested by the school district to include salary/fringe, training, and equipment
 - Update salary costs to include any existing or upcoming starting salary, COLA, or pay step increases for or during the next State Fiscal Year (SFY)
 - Update any fringe costs to include any existing or upcoming retirement, insurance, or other increases
 - Request training or replacement equipment for existing state-funded SROs

School Resource Officer (SRO) Program

Part 1 (Completed by the School District)

- Consists of the one page Appendix A of the Solicitation document.
- Complete Part 1A with the requested school district information.
- Include the new state-funded SRO position(s) being requested for an eligible school without a funded SRO position in Part 1B.
- After the School District Superintendent **signs and dates** the Appendix A forward a copy to the requested law enforcement partner(s) with SROProgram@scdps.gov copied.

APPENDIX A



South Carolina Department of Public Safety
Office of Highway Safety and Justice Programs
School Resource Officer Program



OPEN SOLICITATION FOR NEW STATE-FUNDED SRO POSITIONS
APPLICATION - PART 1

School districts are required to provide their law enforcement partners a signed copy of this document (APPLICATION - PART 1) in order for the law enforcement agencies to meet the requirements of completing APPLICATION - PART 2 at SCDPSgrants.com. Please copy SROprogram@scdps.gov when forwarding this document to your law enforcement agency partners.

PART 1A SCHOOL DISTRICT INFORMATION

| | | | | |
|-------------------|--|------|--|------------------|
| DISTRICT NAME: | | | | EMAIL ADDRESSES: |
| SUPERINTENDENT: | | | | |
| POINT OF CONTACT: | | | | |
| PHONE NUMBER: | | EXT. | | WEBSITE: |

This application is made pursuant to the South Carolina Code of Laws, the South Carolina Appropriations Act, and related provisos, requesting a full-time state-funded SRO be assigned to the following school(s) by the below identified law enforcement agency(s). These schools do not currently have a full-time SRO assigned and do not have local (district or law enforcement agency) funds budgeted for a full-time SRO or otherwise available.

PART 1B STATE-FUNDED SROS ARE REQUESTED FOR THE FOLLOWING SCHOOLS WITHOUT AN SRO: (List starting with highest priority at top. Attach additional sheet, if needed. Charter school districts do not need to prioritize and may submit an individual Appendix A for each school.)

| NAME OF SCHOOL | LAW ENFORCEMENT AGENCY |
|----------------|------------------------|
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

I affirm that the above school(s) do not have a full-time locally funded SRO and that local funding for SROs will not be supplanted. Additionally, this school district has coordinated with the law enforcement agency(s) listed above and they have a reasonable expectation to be able to hire/assign officers to new state-funded SRO positions within 180 days of award funds being approved. It is further understood that this application is subject to approval and may be limited based on funds available for award or delayed until the law enforcement partner has filled existing state-funded SRO vacancies.

Signature of School Superintendent

Date

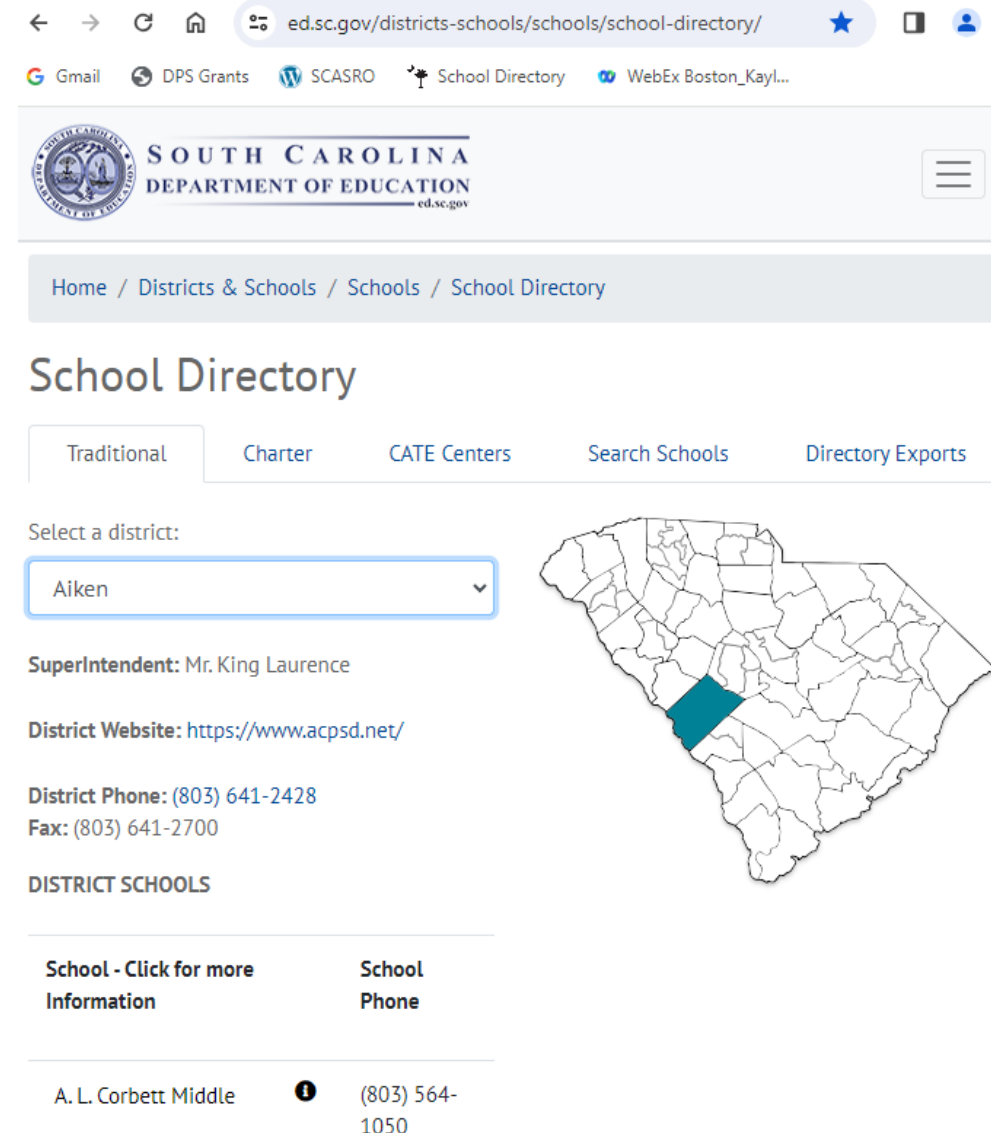
APPENDIX A

School Resource Officer (SRO) Program

Part 1 (Completed by the School District)

Frequently asked questions

- When requesting a new school, how should it be listed in Part 1B? **Answer: Please list the school as it appears on the [SCDE website](#). If not on the website, then use the full name of a new school, alternative school, or program.**
- If school is in the city limits, does the district have to designate the police department? **Answer: The district has the option of partnering with the city or the county for new state-funded positions. Contact your SRO Program Coordinator if the question is related to an existing state-funded SRO.**



The screenshot shows the South Carolina Department of Education's School Directory page for the Aiken district. The page includes a navigation menu with options for Traditional, Charter, CATE Centers, Search Schools, and Directory Exports. A dropdown menu shows 'Aiken' as the selected district. To the right is a map of South Carolina with the Aiken district highlighted in teal. Below the map, the Superintendent is listed as Mr. King Laurence, the District Website is https://www.acpsd.net/, and the District Phone is (803) 641-2428. A table titled 'DISTRICT SCHOOLS' lists 'A. L. Corbett Middle' with a phone number of (803) 564-1050.

| School - Click for more Information | School Phone |
|-------------------------------------|----------------|
| A. L. Corbett Middle | (803) 564-1050 |

Part 1 (Completed by the School District)

Frequently asked questions (continued)

- If the district has an eligible school on a university campus and the local jurisdiction cannot provide an SRO, can the University Campus Police be awarded a state-funded SRO? **Answer: Yes, if a letter of support from the local jurisdiction is uploaded with the application.**
- Does a separate Appendix A have to be completed if some new school requests use different law enforcement partners? **Answer: No, you may consolidate all new requests in Part 1B of the same Appendix A.**
- If the district has new schools opening after the summer break, can a state-funded SRO be requested on this Appendix A? **Answer: Yes.**

Part 1 (Completed by the School District)

Frequently asked questions (continued)

- Is there anything further the district has to do after forwarding a completed Appendix A to their law enforcement partners and copying the SRO Program? **Answer: No, the district will be copied on any approved award sent to its law enforcement partners.**
- If the school district has any other questions, please reach out to your SRO Program Coordinator.
- The rest of the presentation pertains to the law enforcement agencies and their completion of the online application.
- School district personnel won't have or need access to the online portion of the application process under the current Grant Management System (SCDPSGrants.com).

School Resource Officer (SRO) Program

Part 2 (Completed by the Law Enforcement Agency)

- Go to SCDPS Grants
- If NEW USER, click on Register for Subgrantee logon credentials
- NEW USER active IDs are limited in this last year of the current grant management system
 - New User requests should be for the person completing and submitting the application
 - If you have any questions, contact your SRO Program Coordinator

https://www.scdpsgrants.com

South Carolina Department of Public Safety
SCDPS GRANTS

NEW USER

Register for:

- [Subgrantee logon credentials](#)
- [State Administrative logon credentials](#)

RETURNING USER

Username:

Password:

[Forgot your password?](#)

If you have had an active account with SCDPS Grants in the past, do not register for new user credentials unless instructed to by your SRO Program Coordinator.




Returning users will log in using their existing Username and Password.

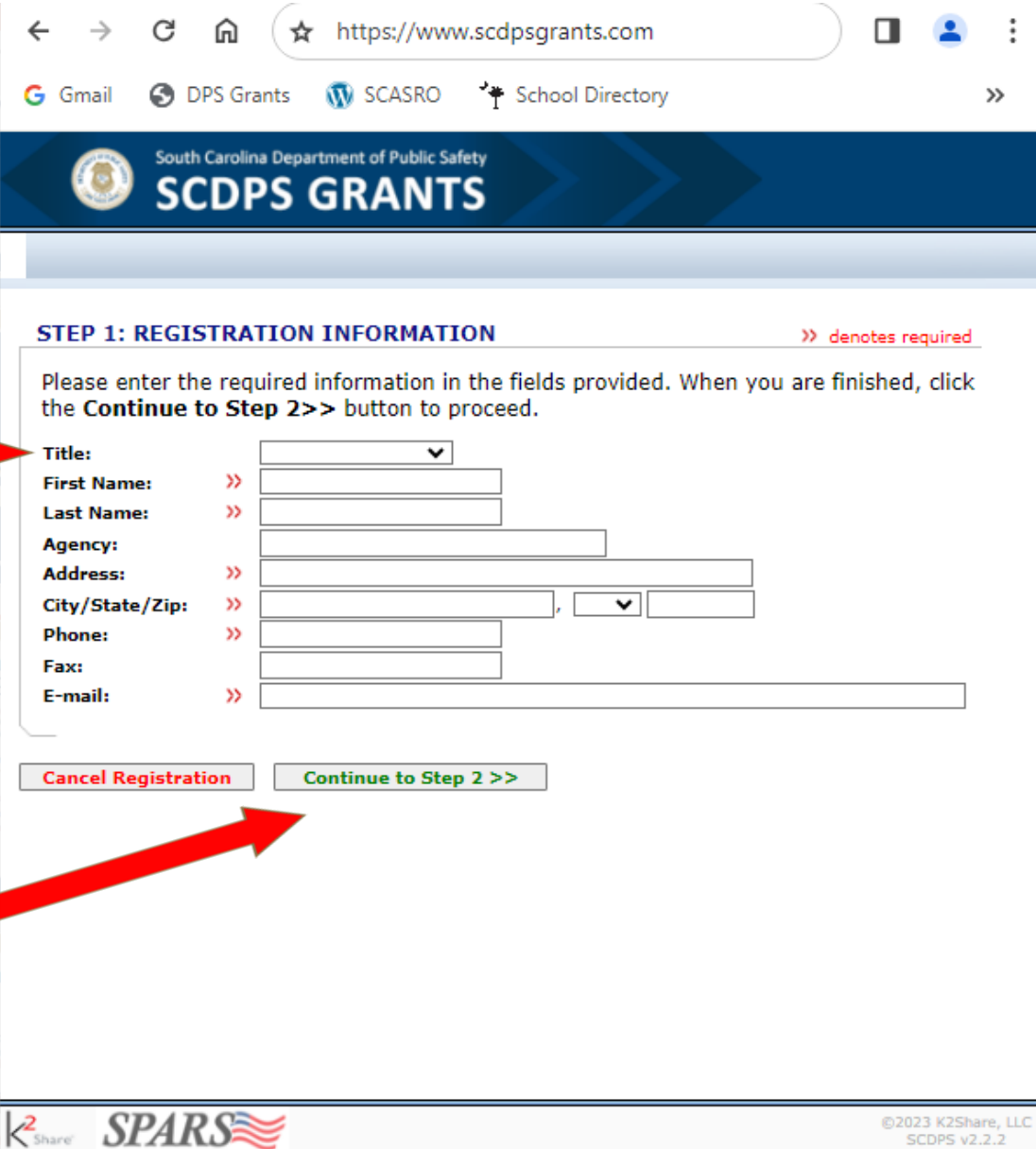
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SCDPS v2.2.2

School Resource Officer (SRO) Program

NEW USER Registration (Continued)

STEP 1: REGISTRATION INFORMATION

- Enter your information 
 - Should be person who will complete and submit application
 - Fill in your Title and name of Agency, even though optional
 - Use Department Issued Email address
- When completed, click on  button 



The screenshot shows a web browser window at https://www.scdpsgrants.com. The page header includes the South Carolina Department of Public Safety logo and the text "SCDPS GRANTS". The main content area is titled "STEP 1: REGISTRATION INFORMATION" and includes a red note: ">> denotes required". Below this, a message states: "Please enter the required information in the fields provided. When you are finished, click the **Continue to Step 2>>** button to proceed." The form contains the following fields: Title (dropdown), First Name (required), Last Name (required), Agency, Address (required), City/State/Zip (required), Phone (required), Fax, and E-mail (required). At the bottom of the form are two buttons: "Cancel Registration" and "Continue to Step 2 >>". The footer of the page features the "K2 Share SPARS" logo and the text "©2023 K2Share, LLC SCDPS v2.2.2".

School Resource Officer (SRO) Program

NEW USER Registration – STEP 2: SUBGRANTEE SELECTION

STEP 2: SUBGRANTEE SELECTION FOR TEST DEXTER COUNTY USER

>> denotes required

Select the subgrantees to which you want access.

Note: Up to 100 subgrantees are listed in the Subgrantees box. Use the Search function to limit the number of subgrantees displayed.

Search:

- SUBGRANTEES**
- 10th Circuit Law Enforcement Network
 - 11th Circuit Law Enforcement Network
 - 11th Circuit Solicitor's Office
 - 11th Judicial Circuit Solicitors Office
 - 12th Circuit Juvenile Drug Court
 - 12th Circuit Law Enforcement Network
 - 12th Circuit Solicitor Office
 - 13th Circuit Law Enforcement Network
 - 13th Circuit Solicitor's Office
 - 14th Circuit Law Enforcement Network
 - 14th Circuit Solicitor's Office
 - 15th Circuit Law Enforcement Network
 - 16th Circuit Law Enforcement Network
 - 16th Circuit Solicitor's Office
 - 1st Circuit Law Enforcement Network

SELECTED SUBGRANTEE

This screen is what you will first see

DO NOT click on

Instead, search for your agency.

It may be listed as Police Department, Sheriff's Office, City, County, or Town of _____. Not clear, then contact your SRO Program Coordinator.

STEP 2: SUBGRANTEE SELECTION FOR TEST DEXTER COUNTY USER1

>> denotes required

Select the subgrantees to which you want access.

Note: Up to 100 subgrantees are listed in the Subgrantees box. Use the Search function to limit the number of subgrantees displayed.

Search:

- SUBGRANTEES**
- Test Dexter County
1. In search box, Type in main part of agency name and click on search

SELECTED SUBGRANTEE

2. Highlight the appropriate agency (subgrantee) name

3 Then click on to move it from the SUBGRANTEES box to the SELECTED SUBGRANTEE box

STEP 2: SUBGRANTEE SELECTION FOR TEST DEXTER COUNTY USER

>> denotes required

Select the subgrantees to which you want access.

Note: Up to 100 subgrantees are listed in the Subgrantees box. Use the Search function to limit the number of subgrantees displayed.

Search:

- SUBGRANTEES**

SELECTED SUBGRANTEE

- Test Dexter County

4. With your agency now in the SELECTED SUBGRANTEE box click on

School Resource Officer (SRO) Program

NEW USER Registration – STEP 3: LOGON CREDENTIALS

STEP 3: LOGON CREDENTIALS FOR TEST DEXTER COUNTY USER

>> denotes required

Please select a username and password to access the system.

The username must be at least 5 characters in length.

All passwords must adhere to the following Department of Homeland Security (DHS) rules:

- Must be at least 6 characters in length
- Must contain at least one upper case character
- Must contain at least one lower case character
- Must contain at least one numeric character
- Must contain at least one special character from '_#@%&*\$\$'

Username: >>

Password: >> >> Confirm:

Security Prompt: >> ▾

Answer: >>

Reason: >>

Username is automatically generated by system

Select any Security Prompt from drop down menu

Make sure you note SRO Program in reason

When completed, click on

[Complete Registration](#)

After you click

[Complete Registration](#)


you will see

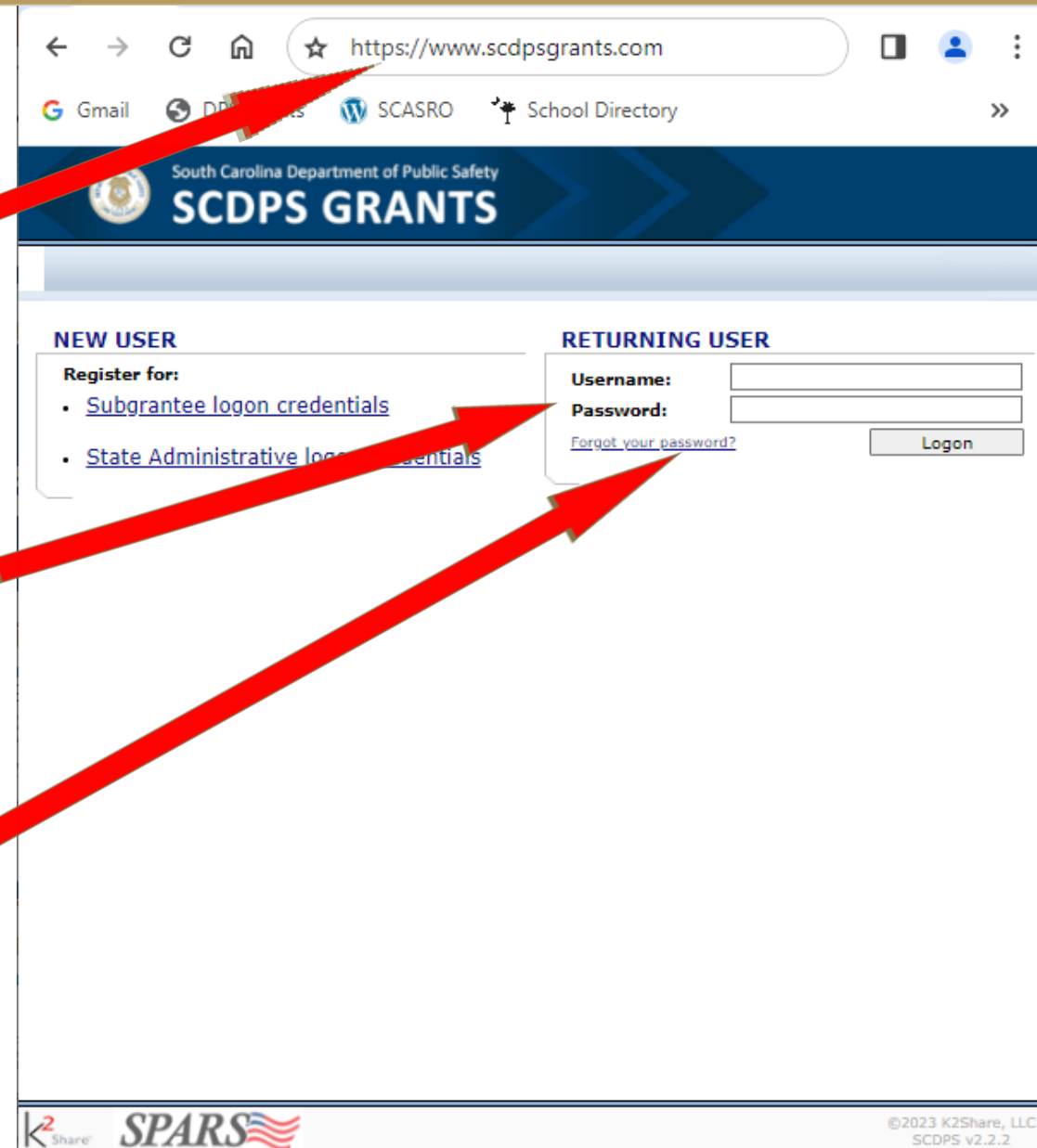


Email your SRO Program Coordinator letting them know you have completed the registration. This will expedite your approval.

School Resource Officer (SRO) Program

Part 2 (Completed by the Law Enforcement Agency)

- Go to SCDPS Grants
- Under RETURNING USER enter either existing or newly approved Username and Password and click on  button
 - If you have forgotten your password, click on [Forgot your password?](#) link and follow instructions
 - Any other issues, contact your SRO Program Coordinator



The screenshot shows the SCDPS GRANTS login page. The browser address bar displays <https://www.scdpsgrants.com>. The page header includes the South Carolina Department of Public Safety logo and the text "SCDPS GRANTS". The main content area is divided into two sections: "NEW USER" and "RETURNING USER". The "NEW USER" section has a "Register for:" label and two links: [Subgrantee logon credentials](#) and [State Administrative logon credentials](#). The "RETURNING USER" section has "Username:" and "Password:" labels, each followed by an input field. Below the password field is a link for [Forgot your password?](#) and a "Logon" button. Red arrows point from the text in the left column to the browser address bar, the "RETURNING USER" section, and the "Forgot your password?" link. At the bottom of the page, there are logos for "K2 Share" and "SPARS" with an American flag, and a copyright notice: "©2023 K2Share, LLC SCDPS v2.2.2".

School Resource Officer (SRO) Program



GRANT APPLICATION MANAGER

Keywords:

Grant: SRO Program Open Solicitation

Status: Pending Request Under Review Released All

You have not applied for the SRO Program Open Solicitation grant.
The deadline is 04/15/2024

GRANT APPLICATIONS

- All Grants -
- 2022 New SROs, Training, and Equipment
- SFY 22-23 SRO Program
- SFY 22-23 SRO Program (Reopened)
- SFY 23-24 SRO Program
- 2024 Body Armor Assistance Grant
- 2024 Paul Coverdell Forensic Science
- SRO Program Open Solicitation**
- SFY 24-25 SRO Program
- FFY 2025 J...
- 2025 Highway Safety
- 2025 Byrne State Crisis Intervention Program
- 2025 Highway Safety Internal Grants
- 2025 Project Safe Neighborhoods (PSN)
- 2025 Juvenile Justice Formula Program

0 Grant Applications match the supplied search criteria

2. To start an application, click **ONE** time on button

1. From Grant dropdown menu, select "SRO Program Open Solicitation"

www.scdpsgrants.com says
Are you sure you want to create an application?

3. Click button if this text appears

School Resource Officer (SRO) Program

South Carolina Department of Public Safety
SCDPS GRANTS

Test Dexter County | Tucker, Michael | SFY 24-25 SRO Pri

Resources | User Profile | Admin Menu | Home | Logout

GRANT APPLICATION

- Overview
- Project Details
- Law Enforcement Agency Details
- Budget
- Budget Narrative
- Terms & Conditions
- Certification by Project Director
- Certification by Financial Officer
- Financial Point of Contact
- Certification by Law Enforcement Agency Head
- Documents

STATE OF SOUTH CAROLINA
DEPARTMENT OF PUBLIC SAFETY
Office of Highway Safety and Justice Programs
School Resource Officer Program

The School Resource Officer (SRO) Program is authorized by the South Carolina Appropriation Act which provides that state funds appropriated for the School Safety Program and School Resource Officers in the Act shall be utilized by the department for the purpose of hiring certified law enforcement officers to serve as a school resource officer for school districts, including the South Carolina Public Charter School District and schools authorized by an institution of higher learning, that otherwise would lack the adequate resources to hire their own school resource officers. In making awards the department shall provide funding directly to the local law enforcement agency to pay for the cost of the law enforcement officer that shall serve as a full time school resource officer. There is no match requirement for this program.

Version:

Application Deadline:

Application #:

Award #:


Award Date:

State Start Date:

State End Date:


ACTIONS

- [Save](#) Save your application progress across all tabs
- [Submit](#) Submit your application to the State for review. This will lock your application and you will no longer be able to make changes.
- [Print](#) Export the application as a PDF for saving/printing
- [Cancel](#) Cancel and return to the Grant Application Manager

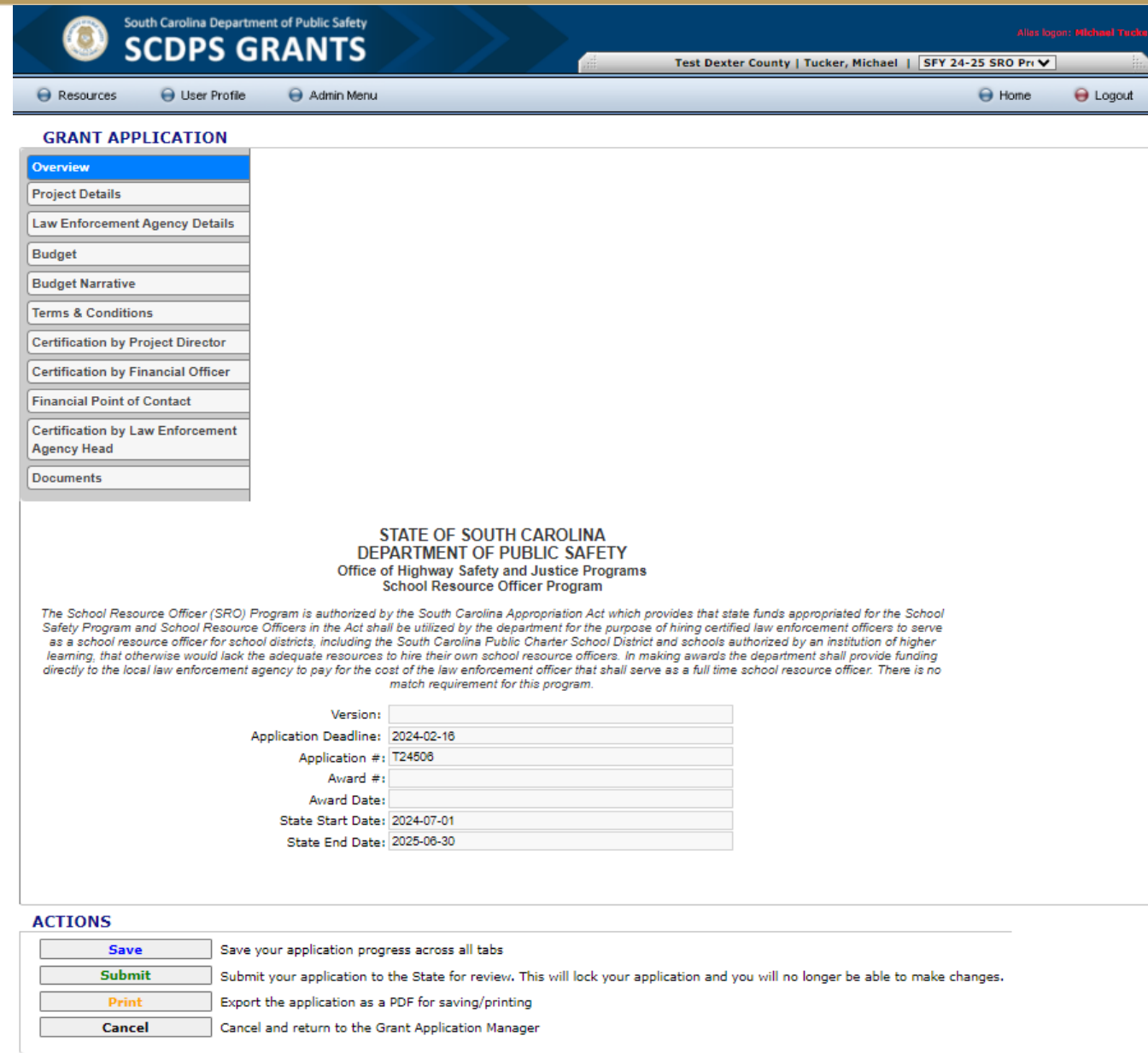
- This is the first screen that will appear. It is the **highlighted Overview** button or tab. Nothing can be changed on this tab
- Under GRANT APPLICATION you can select by clicking on any of the following tabs:
 - Overview
 - Project Details
 - Law Enforcement Agency Details
 - Budget
 - Budget Narrative
 - Terms & Conditions
 - Certification by Project Director
 - Certification by Financial Officer
 - Financial Point of Contact
 - Certification by Law Enforcement Head
 - Documents
- Actions buttons are at the bottom of the page
 - It is recommended that you click on the  button often while building the application or before changing tabs

School Resource Officer (SRO) Program

PLEASE NOTE:

The  button is very important while you are building your application.

- This is a legacy system in the process of being replaced and there is not a guaranteed auto save.
- Every TAB has the ACTIONS buttons including the SAVE button.
- It is recommended that you SAVE your work every 5-10 minutes to avoid losing work due to a timed log out.
- If you remain idle too long, you may not notice that you were automatically logged out until you hit the SAVE button and you are taken to the LOG IN screen in which case any work since the last successful SAVE will be lost.



South Carolina Department of Public Safety
SCDPS GRANTS

Test Dexter County | Tucker, Michael | SFY 24-25 SRO Pri

Resources User Profile Admin Menu Home Logout

GRANT APPLICATION




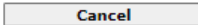
- Overview
- Project Details
- Law Enforcement Agency Details
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- Budget Narrative
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STATE OF SOUTH CAROLINA
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School Resource Officer Program

The School Resource Officer (SRO) Program is authorized by the South Carolina Appropriation Act which provides that state funds appropriated for the School Safety Program and School Resource Officers in the Act shall be utilized by the department for the purpose of hiring certified law enforcement officers to serve as a school resource officer for school districts, including the South Carolina Public Charter School District and schools authorized by an institution of higher learning, that otherwise would lack the adequate resources to hire their own school resource officers. In making awards the department shall provide funding directly to the local law enforcement agency to pay for the cost of the law enforcement officer that shall serve as a full time school resource officer. There is no match requirement for this program.

Version:
Application Deadline: 2024-02-16
Application #: T24506
Award #:
Award Date:
State Start Date: 2024-07-01
State End Date: 2025-06-30

ACTIONS

-  Save your application progress across all tabs
-  Submit your application to the State for review. This will lock your application and you will no longer be able to make changes.
-  Export the application as a PDF for saving/printing
-  Cancel and return to the Grant Application Manager

School Resource Officer (SRO) Program



South Carolina Department of Public Safety

SCDPS GRANTS

Alias logon: Michael Tucker

Test Dexter County | Tucker, Michael | SRO Program Open Solicitation

Resources | User Profile | Admin Menu

Home | Logout

GRANT APPLICATION MANAGER

Keywords: [Search](#)

Grant: SRO Program Open Solicitation

Status: Denied Build Submitted Revision Request Under Review Released All

You have 1 application for the SRO Program Open Solicitation grant. The deadline is 04/15/2024

[Create Application](#)

DO NOT click on [Create Application](#) tab to continue.

Click on [edit](#) to reopen the application

GRANT APPLICATIONS

| Grant | Application | Application Number | Grant Number | Status | Grantor | Match | Total | |
|-------------------------------|-------------|--------------------|--------------|--------|---------|--------|--------|--------------------------|
| SRO Program Open Solicitation | | T25486 | | Build | \$0.00 | \$0.00 | \$0.00 | [edit] |

If you exited the application after creating it but before adding a Project Title, this is the screen you would see after logging back in.

School Resource Officer (SRO) Program

South Carolina Department of Public Safety
SCDPS GRANTS

Test Dexter County | Tucker, Michael | SFY 24-25 SRO Pr

Resources User Profile Admin Menu Home Logout

* GRANT APPLICATION

- Overview
- Project Details**
- Law Enforcement Agency Details
- Budget
- Budget Narrative
- Terms & Conditions
- Certification by Project Director
- Certification by Financial Officer
- Financial Point of Contact
- Certification by Law Enforcement Agency Head
- Documents



NOTE: Mandatory Fields have a RED line on left side of text box that turns GREEN when filled:

Project Title:

Project Title:

Project Title:

Project Summary (max. 300 characters):

Type of Application:

Year of Funds:

Other (explain):

ACTIONS

- Save** Save your application progress across all tabs
- Submit** Submit your application to the State for review. This will lock your application and you will no longer be able to make changes.
- Print** Export the application as a PDF for saving/printing
- Cancel** Cancel and return to the Grant Application Manager

Project Details Tab

1. Insert a brief Project Title
2. Insert a brief Project Summary
3. Make a selection from drop down menu for Type of Application
 - New – if agency has never received a SRO award
 - Continuation – if agency has a current SRO award
 - Revision – will not be used with this application
4. Enter Year of Funds
 - 1 if New was selected
 - 2 if second award year
 - 3 if third award year
 - 4 if fourth award year, etc.
 - (SFY 21-22 was the first year with SCDPS making awards)
5. Leave the Other (explain) field blank

School Resource Officer (SRO) Program



South Carolina Department of Public Safety
SCDPS GRANTS

Alias login: Michael Tucker

Test Dexter County | Tucker, Michael | SRO Program Open Solicitation

Resources User Profile Admin Menu

Home Logout

GRANT APPLICATION MANAGER

Keywords:
Grant: SRO Program Open Solicitation
Status: Denied Build Submitted

DO NOT click on

Create Application

if you already have an application in
"Build" status

You have 1 application for the SRO Program Open Solicitation grant. The deadline is 04/15/2024

Create Application

GRANT APPLICATIONS

| Grant | Application | Application Number | Grant Number | Status | Grantor | Match | Total | |
|-------------------------------|-------------------------------------------------------|--------------------|--------------|--------|---------|--------|--------|----------|
| SRO Program Open Solicitation | School Resource Officer (SRO) Program | T25486 | | Build | \$0.00 | \$0.00 | \$0.00 | [edit] |

Once you have saved the application with a Project Title on the Project Details TAB, the Project Title will appear when logging back on after exiting the application.

You can reopen the application to work on it now by either clicking on the [Project Title](#) or [edit](#) links.

School Resource Officer (SRO) Program

South Carolina Department of Public Safety
SCDPS GRANTS

Test Dexter County | Tucker, Michael | SFY 24-25 SRO Pri

Resources User Profile Admin Menu Home Logout

* GRANT APPLICATION

- Overview
- Project Details
- Law Enforcement Agency Details**
- Budget
- Budget Narrative
- Terms & Conditions
- Certification by Project Director
- Certification by Financial Officer
- Financial Point of Contact
- Certification by Law Enforcement Agency Head
- Documents

Agency Name:

Address:

City:

State:

9 Digit Zip:

(Area) Phone #:

(Area) Fax #:

County:

Other county/counties this project will serve:

Organization Type:

Other (specify):

This is the Law Enforcement Agency Details Tab

Complete the Law Enforcement Agency Details TAB

1. **Agency Name:** This field is automatically filled based on the associated Subgrantee name. It can be adjusted and in this case should be changed to Dexter County Sheriff's Office
2. **Address:** Insert the physical street address of the agency
3. **City:** Insert the city name
4. **State:** Choose SC from the drop down menu
5. **Phone #:** Enter the agency's phone number in (000) 000-0000 format
6. **Fax #:** If applicable, enter the agency's fax number in same format as phone number
7. **County:** Select County from drop down menu

School Resource Officer (SRO) Program

Law Enforcement Agency Details Tab (continued)

Agency Name:

Address:

City:

State:

9 Digit Zip:

(Area) Phone #:

(Area) Fax #:

County:

Other county/counties this project will serve:

Organization Type:

Other (specify):

U.S. Congressional District:

Has your agency registered in the System for Award Management (SAM)? yes no

<https://uscontractorregistration.com>:

ACTIONS

- Save your application progress across all tabs
- Submit your application to the State for review. This will lock your application and you will no longer be able to make changes.
- Export the application as a PDF for saving/printing
- Cancel and return to the Grant Application Manager

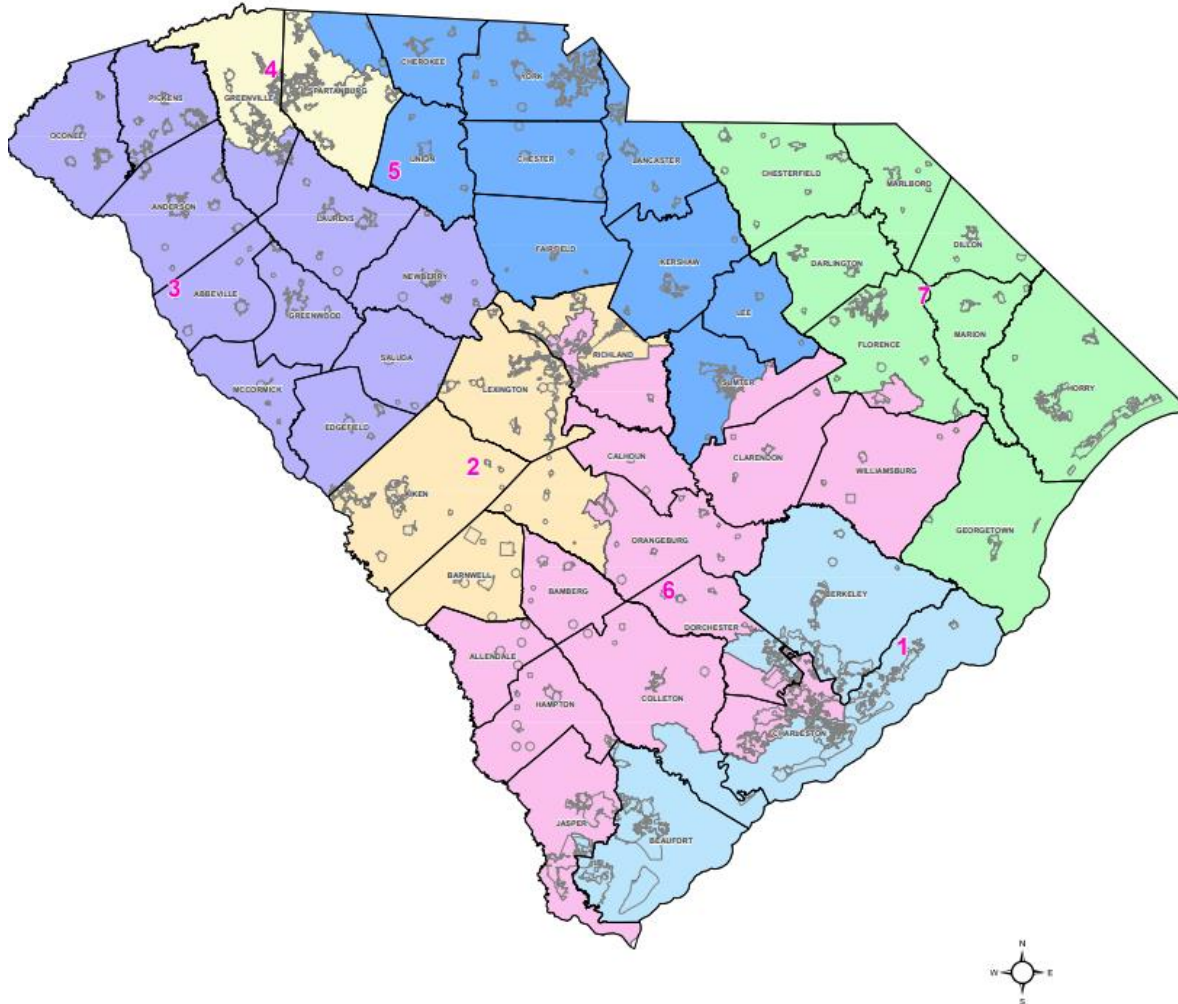
Top

Complete the Law Enforcement Agency Details TAB (continued)

- Other county/counties this project will serve: Normally this would be N/A, but could list other counties if one of the schools or career centers draws from more than one county
- U.S. Congressional District: Insert Congressional District agency is located in (1-7)
- Has your agency registered in the System for Award Management (SAM)? SAM is for Federal awards and not applicable to this State program so checking yes or no will not affect your application
- Click on
- Select the or other TAB to continue application

School Resource Officer (SRO) Program

Law Enforcement Agency Details Tab (continued)



Congressional Districts:

1. Berkeley and Charleston Counties.
2. Lexington and Aiken Counties.
Portions of Richland and Orangeburg Counties
3. Edgefield, Saluda, McCormick, Greenwood, Abbeville, Anderson, Oconee, Pickens, and Laurens Counties.
Portions of Greenville and Newberry Counties.
4. Portions of Spartanburg and Greenville Counties.
5. Cherokee, Chester, Fairfield, Kershaw, Lancaster, Lee, Union, and York Counties.
Portions of Newberry, Spartanburg, and Sumter Counties.
6. Allendale, Bamberg, Calhoun, Clarendon, Colleton, Williamsburg, Hampton, and Jasper Counties.
Portions of Orangeburg, Richland, Sumter, Florence, Berkeley, Charleston, Dorchester, and Beaufort Counties.
7. Chesterfield, Darlington, Marlboro, Dillon, Marion, Horry, and Georgetown Counties.
Portion of Florence County.

School Resource Officer (SRO) Program



South Carolina Department of Public Safety
SCDPS GRANTS

Test Dexter County | Tucker, Michael | SFY 24-25 SRO Pri

Resources | User Profile | Admin Menu

Home | Logout

* GRANT APPLICATION

- Overview
- Project Details
- Law Enforcement Agency Details
- Budget**
- Budget Narrative
- Terms & Conditions
- Certification by Project Director
- Certification by Financial Officer
- Financial Point of Contact
- Certification by Law Enforcement Agency Head
- Documents

CATEGORIES

TOTAL

+ PERSONNEL - SALARIES:

| Position Title, School District, School Name | % of Time On Project | Base Salary | Total Fringe Benefits* | |
|----------------------------------------------|----------------------------------|----------------------|------------------------|----------------------------------|
| <input type="text"/> | <input type="text" value="100"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| TOTAL SALARIES: | | | | <input type="text" value="\$0"/> |

+ TRAVEL:

(Itemize-include mileage, airline cost, lodging, per diem, parking, car rental)

| Description | Cost | Quantity | |
|----------------------|----------------------|----------------------|----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text" value="\$0"/> |
| TOTAL TRAVEL: | | | <input type="text" value="\$0"/> |

+ EQUIPMENT (\$1,000 or more per Unit):

(Itemize - DO NOT USE BRAND NAME. Also, DO NOT include leased, rented items or software)

| Description | Cost | Quantity | |
|-------------------------|----------------------|----------------------|----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text" value="\$0"/> |
| TOTAL EQUIPMENT: | | | <input type="text" value="\$0"/> |

+ OTHER:

| Description | Cost | Quantity | |
|----------------------|----------------------|----------------------|----------------------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text" value="\$0"/> |
| TOTAL OTHER: | | | <input type="text" value="\$0"/> |

TOTAL PROJECT COST:

Total Fringe Benefits is the total employer contributions for Social Security & Medicare (FICA), Retirement, Workers Compensation Insurance, and Health Insurance.

This is the screen that you will see the first time you go to the Budget TAB

There are FOUR (4) Budget Categories:

- PERSONNEL-SALARIES
- TRAVEL
- EQUIPMENT
- OTHER

School Resource Officer (SRO) Program

Budget TAB – Adding or Deleting Budget Lines

| CATEGORIES | | | | TOTAL | |
|------------------------------------------------------------------------------------------|----------------------------------|----------------------|----------------------|----------------------------------|----------------------------------|
| + PERSONNEL - SALARIES: | | | | | |
| Position Title, School District, School Name | | | | | |
| <input type="text"/> | <input type="text" value="100"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text" value="100"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text" value="100"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| <input type="text"/> | <input type="text" value="100"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| | | | | TOTAL SALARIES: | <input type="text" value="\$0"/> |
| + EQUIPMENT (\$1,000 or more per Unit): | | | | | |
| (Itemize - DO NOT USE BRAND NAME. Also, DO NOT include leased, rented items or software) | | | | | |
| Description | | | | | |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text" value="\$0"/> | <input type="text"/> |
| | | | | TOTAL TRAVEL: | <input type="text" value="\$0"/> |
| | | | | TOTAL EQUIPMENT: | <input type="text" value="\$0"/> |

You can add budget lines to any of the Categories by clicking on the **+** symbol to the left of each Category

You can delete budget lines for any of the Categories by clicking on the **■** symbol to the right of each budget line

Note: You can not delete the only budget line under a Category even if it is blank. One must remain.

School Resource Officer (SRO) Program

Budget TAB – PERSONNEL – SALARIES CATEGORY:

+ PERSONNEL - SALARIES:

Position Title, School District, School Name

| | % Time On Project | Base Salary | Total Fringe Benefits* | |
|---------------------------------------------------|-------------------|-------------|------------------------|-----------|
| SRO (NEW), Dexter 3, Dexter Middle School | 100 | \$43,000 | \$22,625 | \$65,625 |
| SRO (NEW), SCPCSD, Highland Charter Academy | 100 | \$43,000 | \$22,625 | \$65,625 |
| SRO (NEW), Erskine, Riverview Charter High School | 100 | \$43,000 | \$22,625 | \$65,625 |
| SRO (NEW), Limestone, Dexter Montessori School | 100 | \$43,000 | \$22,625 | \$65,625 |
| TOTAL SALARIES: | | | | \$262,500 |

Auto Generated Fields – User cannot change

Position Title
SRO (NEW)
Assigned SRO cannot have supervisory or other duties that might require the SRO to leave the school during normal school hours.

School District:

- If Countywide school district, use County name
- If County with multiple districts, use County name with district number
- If SC Public Charter School District, use SCPCSD
- If Charter Institute at Erskine, use Erskine
- If Limestone Charter Association, use Limestone

School Name:

- For an existing school, list name as it is in current award
- For a new school, list name as it is on the Appendix A from the School District

Base Salary:
Use the highest base salary that you would hire a pre-certified non-supervisory officer at and include any anticipated pay increases for the award period.





Total Fringe Benefits:
Use the highest fringe benefits (e.g. family vs. single employee) associated with the pre-certified officer base salary and include any anticipated fringe benefit increases for the award period.

Compensation for state-funded SROs will be considered reasonable to the extent that it is consistent with that paid to locally-funded SROs of the agency. In cases where the agency does not have locally-funded SRO positions, compensation will be considered reasonable to the extent that it is comparable to that paid to the agency's non-supervisory patrol or special unit officers that have a similar level of training, experience, and responsibility.

School Resource Officer (SRO) Program

Budget TAB – PERSONNEL – SALARIES CATEGORY (Continued):

+ PERSONNEL - SALARIES:

| Position Title, School District, School Name | % of Time On Project | Base Salary | Total Fringe Benefits* | |
|---------------------------------------------------|----------------------|-------------|------------------------|----------------------------------------------------------------------------------------------|
| SRO (NEW), Dexter 3, Dexter Middle School | 100 | \$43,000 | \$22,625 | \$65,625  |
| SRO (NEW), SCPCSD, Highland Charter Academy | 100 | \$43,000 | \$22,625 | \$65,625  |
| SRO (NEW), Erskine, Riverview Charter High School | 100 | \$43,000 | \$22,625 | \$65,625  |
| SRO (NEW), Limestone, Dexter Montessori School | 100 | \$43,000 | \$22,625 | \$65,625  |
| | | | TOTAL SALARIES: | \$262,500 |

Total Fringe Benefits (Continued):

- If you have any questions regarding employer contributions that may be included into Total Fringe Benefits or any other financial questions contact:

Grants Accounting at
SROAccountingTeam@scdps.gov

OR

Kashawna Kennedy, SRO Program Senior Accountant at
KashawnaKennedy@scdps.gov or (803) 896-8422

School Resource Officer (SRO) Program

Budget TAB – TRAVEL:

+ TRAVEL:

(Itemize-include mileage, airline cost, lodging, per diem, parking, car rental)

Only Travel associated with vehicle operational costs or In-State SRO related training recognized by SCCJA or NASRO are allowable. Airline and car rental shouldn't be requested. Parking is normally included in lodging, but can be requested separately if the situation warrants it.

Auto Generated Field – User cannot change

| Description | Cost | Quantity |
|-------------|------|----------|
| Lodging | 2000 | 4 |
| Meals | 250 | 4 |
| Mileage | 8040 | 4 |

| |
|-------------------------------|
| \$8,000 |
| \$1,000 |
| \$32,160 |
| TOTAL TRAVEL: \$41,160 |

Mileage is reimbursed based on the GSA mileage rate and is allowable for vehicle assigned to and used by a state-funded SRO for operational costs (fuel, maintenance, insurance, etc.)

Meals for training events are reimbursed at the In-State rates of: \$8.00 Breakfast \$10.00 Lunch \$17.00 Dinner and must follow State guidelines including being associated with overnight lodging

Lodging for training events must follow state guidelines and is typically requested for the annual June SCASRO Training Conference.

Mileage cost in the above example is based on an individual SRO putting 12,000 miles on their assigned vehicle at the GSA rate of 0.67/mile. DPS recognizes this as the equivalent to actual costs.

Quantity in the above example is based on the total of all four (4) state-funded SROs requested.

NOTE: Registration Fees for Training are not considered a Travel Expense and should be a separate budget line under the OTHER Category

School Resource Officer (SRO) Program

Budget TAB – EQUIPMENT:

EQUIPMENT (\$1,000 or more per Unit):

(Itemize - DO NOT USE BRAND NAME. Also, DO NOT include leased, rented items or software)

IMPORTANT:

Disregard (\$1,000 or more per Unit)

(\$1,000 or more per Unit)
has been updated by policy to
(\$2,500 or more per Unit or Sensitive Items)

SCDPS reserves the right to modify the list of sensitive items at its discretion in the future.

Sensitive Items are any of the below items regardless of unit cost:

- Primary Handgun
- Backup Handgun
- Rifle
- Shotgun
- Electro-muscular disruptor (taser)
- Body-worn camera
- MDT or Laptop
- Radar
- Body Armor or other ballistic protection
- Portable Radio
- School vault

School Resource Officer (SRO) Program

Budget TAB – EQUIPMENT: (Continued)

+ EQUIPMENT (\$1,000 or more per Unit):

(Itemize - DO NOT USE BRAND NAME. Also, DO NOT include leased, rented items or software)

| Description | Cost | Quantity | |
|------------------------------------------|-------|----------|------------------|
| Fully equipped marked SRO patrol vehicle | 65000 | 4 | \$260,000 |
| Mobile Data Terminal | 5500 | 4 | \$22,000 |
| In-Car Camera System | 5000 | 4 | \$20,000 |
| Radar | 2350 | 4 | \$9,400 |
| Mobile Radio (800 MHz) | 8000 | 4 | \$32,000 |
| Portable Radio (800 MHz) | 8000 | 4 | \$32,000 |
| Primary Handgun | 700 | 4 | \$2,800 |
| Backup Handgun | 500 | 4 | \$2,000 |
| Shotgun | 500 | 4 | \$2,000 |
| Rifle | 1100 | 4 | \$4,400 |
| Taser | 2000 | 4 | \$8,000 |
| Body Armor | 1450 | 4 | \$5,800 |
| School Vault | 1350 | 4 | \$5,400 |
| TOTAL EQUIPMENT: | | | \$405,800 |

School Resource Officer (SRO) Program

Budget TAB – OTHER:

+ OTHER:

| Description | Cost | Quantity | |
|--------------------------|------|----------|----------|
| Uniforms and Accessories | 2500 | 4 | \$10,000 |
| Registration Fees | 450 | 4 | \$1,800 |
| Ammunition | 600 | 4 | \$2,400 |
| TOTAL OTHER: | | | \$14,200 |

The OTHER Budget Category is for any items that do not fall under another Category.

Even though the Uniforms and Accessories budget line for the NEW SRO position is \$2,500, there is not an individual item within it that costs \$2,500 and it does not contain any Sensitive Items.

Any video storage, airtime, radio licenses or other fees would be placed under the OTHER Category and would require detailed justification along with uploaded supporting documentation that is attributed to state-funded SRO positions.

School Resource Officer (SRO) Program

Budget Narrative TAB

GRANT APPLICATION

Overview

Project Details

Law Enforcement Agency Details

Budget

Budget Narrative

Terms & Conditions

Certification by Project Director

Certification by Financial Officer

Financial Point of Contact

Certification by Law Enforcement
Agency Head

Documents

List items under each Budget Category Heading. Explain exactly how each item listed in your budget will be utilized. It is important that the necessity of these items, as they relate to the operation of the project, be established. Dollar amounts DO NOT have to be provided. However, a statement must be included indicating whether or not the law enforcement agency has any unused funds from previous award years, and if so, an explanation with the total amount of unused funds.

Enter your budget narrative here...

See the following slides for examples of how to list and justify items.

This sample application contains commonly awarded items.

Less common items requested should include a more detailed justification for the request.

DISREGARD the last sentence that reads:

However, a statement must be included indicating whether or not the law enforcement agency has any unused funds from previous award years, and if so, an explanation with the total amount of unused funds.

The above only applied to SFY 21-22 Awards and none since.

School Resource Officer (SRO) Program

Budget Narrative TAB (Continued)

List items under each Budget Category Heading. Explain exactly how each item listed in your budget will be utilized. It is important that the necessity of these items, as they relate to the operation of the project, be established. Dollar amounts DO NOT have to be provided.

GRANT APPLICATION

| |
|----------------------------------------------|
| Overview |
| Project Details |
| Law Enforcement Agency Details |
| Budget |
| Budget Narrative |
| Terms & Conditions |
| Certification by Project Director |
| Certification by Financial Officer |
| Financial Point of Contact |
| Certification by Law Enforcement Agency Head |
| Documents |

BUDGET NARRATIVE SUMMARY: This application is requesting funding for four (4) new state-funded SRO position per the requests of the Dexter County School District, the South Carolina Public Charter School District, the Charter Institute at Erskine, and the Limestone Charter Association (see attached Appendix A from each district).

PERSONNEL - SALARIES: Per the solicitation guidelines, the annual base salary and fringe (employer contributions) for each of the state-funded SRO positions is requested. Each state-funded SRO will be assigned full-time to one of the schools requested in this application (subject to approval). Absent extenuating circumstances, state-funded SROs will be present at their assigned school during normal school hours. Extenuating circumstances includes illness or other authorized leave, attendance of training required to maintain the SRO's law enforcement commission, required court attendance, a natural disaster, or a declared state of emergency. Every attempt will be made to schedule training, annual leave, or compensatory time off during normal school breaks. State-funded SROs will not have supervisory or other duties that might require them to leave their assigned school during normal school hours. The requested compensation is consistent with that paid to locally-funded SROs of the applicant or in the absence of locally-funded SROs is comparable to that paid to the applicant's non-supervisory patrol or special unit officers that have a similar level of training, experience, and responsibility.

School Resource Officer (SRO) Program

Budget Narrative TAB (Continued)

Other travel costs for training meeting the solicitation guidelines may be requested (e.g. In-State SRO related training recognized by SCCJA or NASRO).

Justification for equipment is relatively simple for NEW positions. For budget lines that cover a package, kit, or accessories, include details or a reference to an uploaded document. It must be clear what state-funded SRO position is receiving any requested equipment.

For budget lines that cover a package, kit, or accessories, include details or a reference to an uploaded document.

TRAVEL: Lodging and meals are requested for each of the state-funded SRO positions in order to attend the annual SCASRO Training Conference and the SCCJA SRO Course during the award year to be reimbursed per state guidelines. Prior to obligating any award funds, the agency will submit a Training Request Form that includes attendees to the SRO Program Coordinator for approval. Additionally, reimbursement is requested for mileage accrued by each state-funded SRO on their assigned vehicle for vehicle operational costs including fuel, maintenance, and insurance. Said mileage to be reimbursed at the current U.S. General Services Administration (GSA). The requested mileage amount is based on 12,000 miles annually for each state-funded SRO.

EQUIPMENT: All equipment requested is for NEW state-funded SRO positions and is of the type and quality of equipment typically issued to locally-funded SROs or patrol officers of the agency. All special conditions of the award will be observed regarding the obligation of award funds for equipment. The budget line "Fully equipped marked SRO patrol vehicle" includes all items in the attached document "Vehicle Quote" and "Vehicle Upfitting".

OTHER:
Initial uniforms and accessories for four (4) NEW state-funded SRO positions. Uniforms and accessories include items in the uploaded document "Uniforms and Accessories".

Registration fees all four (4) state-funded SRO positions to attend the SRO Course at the SCCJA and the annual SCASRO Training Conference.

Ammunition reimbursement is requested to cover annual firearms qualification for each of the four (4) state-funded SRO positions.

School Resource Officer (SRO) Program

Term & Conditions TAB

GRANT APPLICATION

| |
|----------------------------------------------|
| Overview |
| Project Details |
| Law Enforcement Agency Details |
| Budget |
| Budget Narrative |
| Terms & Conditions |
| Certification by Project Director |
| Certification by Financial Officer |
| Financial Point of Contact |
| Certification by Law Enforcement Agency Head |
| Documents |

OFFICE OF HIGHWAY SAFETY AND JUSTICE PROGRAMS SCHOOL RESOURCE OFFICER PROGRAM TERMS AND CONDITIONS

- 1. Availability of Funds:** This grant award is contingent upon the availability of funds approved by the statutory governing body for the
- 2. Correspondence:** All correspondence to the State Funding Agency (SFA), regardless of the medium (paper, email, facsimile, etc.), in the case of an award, the award number to which the correspondence refers.
- 3. Non-Supplanting Agreement:** The implementing law enforcement agency shall not use award funds to supplant state or local funds been made available for this program.
- 4. Project Implementation:** The implementing law enforcement agency agrees to implement this project within 90 days following the grant to automatic cancellation of the award. Evidence of project implementation must be detailed in the first progress report.
- 5. Written Approval of Changes:** Any changes to this award that are mutually agreed upon by the applicant and the South Carolina Department of Highway Safety and Justice Programs (OHSJP) must be approved in writing by the OHSJP prior to implementation or obligation and this grant. This procedure for changes to the approved award is not limited to budgetary changes, but also includes changes of project director or key professional personnel identified in the approved application. Any change to an application is considered a revision management system.
- 6. Budget Revision Requirements:** Changes to an application before or after award is considered a revision, and is required under the following specific exceptions. The major budget categories are: Personnel, Travel, Equipment, and Other. A budget revision will not be required if:
 1. The expended amount in a major budget category does not exceed the amount budgeted for that major budget category by the
 2. The quantity of Personnel or Equipment does not increase;
 3. The item to be purchased is already included in the grant budget.Final award revisions are requested to be submitted by the 60th day before the close of the project year listed on the grant award document must have thorough justification as to why the revision is needed for the success of the project and why the revision was not accomplished online through the grants management system. Every change made to the original application or subsequent revisions is considered a revision and must justify that revision.
- 7. Sole Source Procurement:** Use of sole source procurement is strongly discouraged. Sole source purchases will be awarded only if they follow precisely the procedure set forth in the South Carolina Consolidated Procurement Code. All sole source purchases will require
- 8. Bidding Requirements:** The awardee must comply with proper competitive bidding procedures as required by the South Carolina Code of Laws including those bid in the aggregate whose total cost requires a bid, bids must be submitted to the SCDPS Office of Financial Services

NO ACTION is required for this tab, however, the applicant should familiarize themselves with the Terms & Conditions which may be updated prior to acceptance of the award.

The Terms & Conditions will be supplemented with Award Special Conditions pertaining to the implementation of the Terms & Conditions or other program requirements if the application is approved.

School Resource Officer (SRO) Program

Certification by Project Director TAB

GRANT APPLICATION

| |
|----------------------------------------------|
| Overview |
| Project Details |
| Law Enforcement Agency Details |
| Budget |
| Budget Narrative |
| Terms & Conditions |
| Certification by Project Director |
| Certification by Financial Officer |
| Financial Point of Contact |
| Certification by Law Enforcement Agency Head |
| Documents |

CERTIFICATION BY PROJECT DIRECTOR *

I certify that I understand and agree to comply with the general and fiscal terms and conditions of this application including special conditions; to comply with provisions of the Act governing these funds and all other state or federal laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized by the Applicant to perform the tasks of Project Director as they relate to the fiscal terms and conditions of this award application; that costs incurred prior to award approval may result in expenses being absorbed by the awardee; and, that the receipt of funds through the OHSJP will not supplant state or local funds.

Prefix:

Name:

Suffix:

Title:

Agency:

Mailing Address:

City:

State:

9 Digit Zip:

(Area) Phone Number:

(Area) Fax Number:

E-Mail Address:

Signature:

Bonded: yes no

NOTE the above Certification being made by the Project Director

- Agreement to comply with award conditions
- That all information is correct
- Acknowledgement that costs incurred prior to award approval can be denied
- That local funds won't be supplanted

Project Director must be employee of the LE agency knowledgeable with the project

Project Director will be required to attend an annual Project Management Course

Contact your SRO Program Coordinator if any questions on who should be assigned

* NOTE: THE PROJECT DIRECTOR, FINANCIAL OFFICER AND AGENCY HEAD CANNOT BE THE SAME PERSON. STAFF BEING FUNDED UNDER THIS GRANT MAY NOT BE ANY OF THE ABOVE OFFICIALS WITHOUT OHSJP APPROVAL.

School Resource Officer (SRO) Program

Certification by Financial Officer TAB

GRANT APPLICATION

- Overview
- Project Details
- Law Enforcement Agency Details
- Budget
- Budget Narrative
- Terms & Conditions
- Certification by Project Director
- Certification by Financial Officer**
- Financial Point of Contact
- Certification by Law Enforcement Agency Head
- Documents

CERTIFICATION BY FINANCIAL OFFICER *

I certify that I understand and agree to comply with the general and fiscal terms and conditions of this application including special conditions; to comply with provisions of the Act governing these funds and all other state or federal laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized by the Awardee to perform the tasks of Financial Officer as they relate to the fiscal terms and conditions of this award application; and, that the receipt of funds through the OHSJP will not supplant state or local funds.

Prefix:

Name:

Suffix:

Title:

Agency:

Mailing Address:

City:

State:

9 Digit Zip:

(Area) Phone Number:

(Area) Fax Number:

E-Mail Address:

Signature:

Bonded: yes no

NOTE the above Certification being made by the Financial Officer

- Agreement to comply with award conditions
- That all information is correct
- Appropriate coordination has occurred
- Duly authorized to perform FO tasks
- That local funds won't be supplanted

Financial Officer must be the Chief Financial Officer of the city or county

Financial Officer will sign certification if application is approved during award acceptance process

Contact your SRO Program Coordinator if any questions on who should be assigned

* NOTE: THE PROJECT DIRECTOR, FINANCIAL OFFICER AND AGENCY HEAD CANNOT BE THE SAME PERSON. STAFF BEING FUNDED UNDER THIS GRANT MAY NOT BE ANY OF THE ABOVE OFFICIALS WITHOUT OHSJP APPROVAL

School Resource Officer (SRO) Program

Financial Point of Contact TAB

GRANT APPLICATION

| |
|----------------------------------------------|
| Overview |
| Project Details |
| Law Enforcement Agency Details |
| Budget |
| Budget Narrative |
| Terms & Conditions |
| Certification by Project Director |
| Certification by Financial Officer |
| Financial Point of Contact |
| Certification by Law Enforcement Agency Head |
| Documents |

Prefix:

Name:

Suffix:

Title:

Agency:

Mailing Address:

City:

State:

9 Digit Zip:

(Area) Phone Number:

(Area) Fax Number:

E-Mail Address:

Signature:

Bonded: yes no

The Financial Point of Contact (FPOC) is the person that will assist the Project Director in obtaining payroll records, invoices, and other documentation required for submitting Requests For Payment (RFP)

The FPOC is the financial person that SCDPS Grants Accounting will normally reach out instead of the Finance Officer

The FPOC will be required to attend an annual Project Management Course with the Project Director

The FPOC does not have a certification to sign and is not required to be bonded

Contact your SRO Program Coordinator if any questions on who should be assigned

School Resource Officer (SRO) Program

Certification by Law Enforcement Agency Head TAB

GRANT APPLICATION

| |
|-----------------------------------------------------|
| Overview |
| Project Details |
| Law Enforcement Agency Details |
| Budget |
| Budget Narrative |
| Terms & Conditions |
| Certification by Project Director |
| Certification by Financial Officer |
| Financial Point of Contact |
| Certification by Law Enforcement Agency Head |
| Documents |

CERTIFICATION BY OFFICIAL AUTHORIZED TO SIGN *

I certify that I understand and agree to comply with the general and fiscal terms and conditions of this application including special conditions; to comply with provisions of the Act governing these funds and all other state or federal laws; that all information presented is correct; that there has been appropriate coordination with affected agencies; that I am duly authorized to commit the applicant to these requirements; and, that the receipt of funds through the OHSJP will not supplant state or local funds.

I further affirm that this law enforcement agency is in a position to hire or fill the requested SRO position(s) within 90 days of the date of award and maintain it/them throughout the award period.

Prefix:

Name:

Suffix:

Title:

Agency:

Mailing Address:

City:

State:

9 Digit Zip:

(Area) Phone Number:

(Area) Fax Number:

E-Mail Address:

Signature:

Bonded: yes no

* NOTE: THE PROJECT DIRECTOR, FINANCIAL OFFICER AND AGENCY HEAD CANNOT BE THE SAME PERSON. STAFF THE ABOVE OFFICIALS WITHOUT OHSJP APPROVAL.

NOTE the above Certification being made by the Law Enforcement Agency Head

- Agreement to comply with award conditions
- Appropriate coordination made
- Authorized to make the application
- That local funds won't be supplanted
- That agency is in the position to fill and maintain awarded positions. The 90 days has been revised to 180 days and can be extended as long a good faith effort is being made to fill

Please note that this certification is for the Chief, Director, or Sheriff. If local policy requires, then the LE Agency Head's signature on the award acceptance may be countersigned by the required official

School Resource Officer (SRO) Program

Documents TAB

GRANT APPLICATION

| |
|----------------------------------------------|
| Overview |
| Project Details |
| Law Enforcement Agency Details |
| Budget |
| Budget Narrative |
| Terms & Conditions |
| Certification by Project Director |
| Certification by Financial Officer |
| Financial Point of Contact |
| Certification by Law Enforcement Agency Head |
| Documents |

Attached Documents

All SRO applications must include a School District application document signed by the School Superintendent. Attach this document here. Include any available draft of a written interagency agreement between the School District and the law enforcement agency.

| Document | Upload Date | Uploaded By |
|--------------------------------------------------------------------------------|-------------|-------------|
| <i>There are no documents currently associated with this grant application</i> | | |

ATTACH DOCUMENT

File Description:

Document: No file chosen

NOTE:
This is what you will first see when going to the Documents TAB the first time

ACTIONS

- Save your application progress across all tabs
- Submit your application to the State for review. This will lock your application and you will no longer be able to make changes.
- Export the application as a PDF for saving/printing
- Cancel and return to the Grant Application Manager

School Resource Officer (SRO) Program

Documents TAB

*** GRANT APPLICATION**

Overview
Project Details
Law Enforcement Agency Details
Budget
Budget Narrative
Terms & Conditions
Certification by Project Director
Certification by Financial Officer
Financial Point of Contact
Certification by Law Enforcement Agency Head
Documents

Attached Documents
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| Document | Upload Date | Uploaded By |
|-------------------------------------------------------------------------|-------------|-------------|
| There are no documents currently associated with this grant application | | |

ATTACH DOCUMENT

File Description:

Document: No file chosen

ACTIONS

Save your application progress across all tabs
 Submit your application to the State for review. This will generate a PDF of your application.
 Export the application as a PDF for saving/printing
 Cancel and return to the Grant Application Manager

HOW TO ADD A DOCUMENT:

1. Enter descriptive name in **File Description:** text box
2. Click on
3. Select the document that you want to upload from the open file box that appears
4. Click on

The file explorer window shows the following table of files:

| Name | Date modified | Type |
|------------------------------------|-------------------|-----------|
| SFY 2024-25 Appendix A (Dexter) | 12/4/2023 1:23 PM | Adobe PDF |
| SFY 2024-25 Appendix A (Erskine) | 12/4/2023 1:23 PM | Adobe PDF |
| SFY 2024-25 Appendix A (Limestone) | 12/4/2023 1:23 PM | Adobe PDF |
| SFY 2024-25 Appendix A (SCPCSD) | 12/4/2023 1:23 PM | Adobe PDF |

File name: All Files

School Resource Officer (SRO) Program

Documents TAB

* GRANT APPLICATION

- Overview
- Project Details
- Law Enforcement Agency Details
- Budget
- Budget Narrative
- Terms & Conditions
- Certification by Project Director
- Certification by Financial Officer
- Financial Point of Contact
- Certification by Law Enforcement Agency Head
- Documents**

Attached Documents

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| Document | Upload Date | Uploaded By |
|-------------------------------------------------------------------------|-------------|-------------|
| There are no documents currently associated with this grant application | | |

ATTACH DOCUMENT

File Description:

Document: SFY 2024-2... (Dexter).pdf

HOW TO ADD A DOCUMENT:
(Continued)

5. Click on

ACTIONS

- Save your application progress across all tabs
- Submit your application to the State for review. This will lock your application and you will no longer be able to make changes.
- Export the application as a PDF for saving/printing
- Cancel and return to the Grant Application Manager

School Resource Officer (SRO) Program

Documents TAB

*** GRANT APPLICATION**

Overview

Project Details

Law Enforcement Agency Details

Budget

Budget Narrative

Terms & Conditions

Certification by Project Director

Certification by Financial Officer


Financial Point of Contact

Certification by Law Enforcement Agency Head

Documents

Attached Documents

All SRO applications must include a School District application document signed by the School Superintendent. Attach this document here. Include any available draft of a written interagency agreement between the School District and the law enforcement agency.

| Document | Upload Date | Uploaded By | |
|-------------------------------------------------------------------------------------------------------|-------------|----------------|------------|
|  Appendix A (Dexter) | 01/08/2024 | Michael Tucker | [remove] |

ATTACH DOCUMENT

File Description:

Document: No file chosen

ACTIONS

Save your application progress across all tabs

Submit your application to the State for review. This will lock your application and you will no longer be able to make changes.

Export the application as a PDF for saving/printing

Cancel and return to the Grant Application Manager

HOW TO ADD A DOCUMENT: (Continued)

← Uploaded document will appear here

- Repeat process for each document that you desire to upload

School Resource Officer (SRO) Program

Documents TAB

*** GRANT APPLICATION**

Overview

Project Details

Law Enforcement Agency Details

Budget

Budget Narrative

Terms & Conditions

Certification by Project Director

Certification by Financial Officer





Financial Point of Contact

Certification by Law Enforcement Agency Head

Documents

Attached Documents

All SRO applications must include a School District application document signed by the School Superintendent. Attach this document here. Include any available draft of a written interagency agreement between the School District and the law enforcement agency.

| Document | Upload Date | Uploaded By | |
|----------------------------------------------------------------------------------------------------------|-------------|----------------|------------|
|  Appendix A (Dexter) | 01/08/2024 | Michael Tucker | [remove] |
|  Appendix A (SCPCSD) | 01/08/2024 | Michael Tucker | [remove] |
|  Appendix A (Erskine) | 01/08/2024 | Michael Tucker | [remove] |
|  Appendix A (Limestone) | 01/08/2024 | Michael Tucker | [remove] |

ATTACH DOCUMENT

File Description:

Document: No file chosen

ACTIONS

Save your application progress across all tabs

Submit your application to the State for review. This will lock your application and you will no longer be able to make changes.

Export the application as a PDF for saving/printing

Cancel and return to the Grant Application Manager



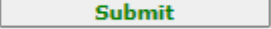

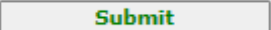
HOW TO ADD A DOCUMENT: (Continued)

If you want to delete an uploaded document, click on

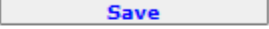
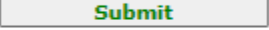

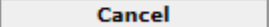
- At a minimum, you will upload an Appendix A from each school district that you provide a state-funded SRO
- If you have a document that details a budget line with multiple items such as “Uniforms and Accessories”, it can be uploaded and referenced in the budget narrative rather than having to list all the items in the budget narrative
- Upon completion of a technical review, your SRO Program Coordinator may request additional documentation be uploaded prior to submitting

School Resource Officer (SRO) Program

REVIEW:

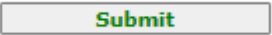
- Remember to  **OFTEN** especially when working on the Budget and Budget Narrative TABS even when on the same TAB as the system can time you out without warning. It is recommended to hit the  button every few minutes and before you answer a phone call or stop working on the application
- PRIOR** to clicking on the  button, it is recommended that you  the application and review it
- Also PRIOR** to clicking on the  button and when you think you are ready to submit, it is recommended that you **contact [your SRO Program Coordinator](#) for a technical review of the application**

ACTIONS

| | |
|------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
|  | Save your application progress across all tabs |
|  | Submit your application to the State for review. This will lock your application and you will no longer be able to make changes. |
|  | Export the application as a PDF for saving/printing |
|  | Cancel and return to the Grant Application Manager |

School Resource Officer (SRO) Program

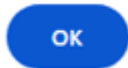
SUBMISSION:

When you have completely reviewed your application and are ready to submit, click on the  button


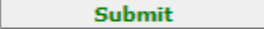

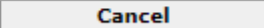
If the below message pops up,
www.scdpsgrants.com says
Are you sure you want to submit this application?



click on



ACTIONS

- | | |
|------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
|  | Save your application progress across all tabs |
|  | Submit your application to the State for review. This will lock your application and you will no longer be able to make changes. |
|  | Export the application as a PDF for saving/printing |
|  | Cancel and return to the Grant Application Manager |

It is very important to confirm that the application was successfully submitted

The following slides deal with submission errors and confirmation

School Resource Officer (SRO) Program

SUBMISSION (Continued):

*** GRANT APPLICATION**

Overview ✓

Project Details ✓

Law Enforcement Agency Details ⚠

Budget ✓

Budget Narrative ✓

Terms & Conditions ✓

Certification by Project Director ⚠

Certification by Financial Officer ⚠

Financial Point of Contact ⚠

Certification by Law Enforcement Agency Head ⚠

Documents

Agency Name:

Address:

City:

State:

9 Digit Zip:

(Area) Phone #:

(Area) Fax #:

County: This field is required.

Other county/counties this project will serve:

Organization Type:


Other (specify):

U.S. Congressional District:


Has your agency registered in the System for Award Management (SAM)? yes no
(<https://uscontractorregistration.com>):

UNSUCCESSFUL SUBMISSION:

An unsuccessful submission will result in the first TAB with an error being displayed.




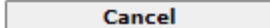
Each TAB with an error will display a  symbol

The field(s) on a TAB with an error will indicate the error in RED

Correct all errors and then click on the  button and confirm that you desire to submit by clicking on



ACTIONS

-  Save your application progress across all tabs
-  Submit your application to the State for review. This will lock your application and you will no longer be able to make changes.
-  Export the application as a PDF for saving/printing
-  Cancel and return to the Grant Application Manager

School Resource Officer (SRO) Program

SUBMISSION (Continued):

South Carolina Department of Public Safety
SCDPS GRANTS

Test Dexter County | Tucker, Michael | SFY 24-25 SRO Pri

Resources User Profile Admin Menu Home Logout

GRANT APPLICATION MANAGER

Keywords: [Search](#)

Grant:

Status: Denied Build Submitted Revision Request Under Review Released All

You have 1 application for the SFY 24-25 SRO Program grant. **The deadline is 02/16/2024**

[Create Application](#)

GRANT APPLICATIONS

| Grant | Application | Application Number | Grant Number | Status | Grantor | Match | Total | |
|-----------------------|-------------------------------------------------------|--------------------|--------------|-----------|--------------|--------|--------------|----------|
| SFY 24-25 SRO Program | School Resource Officer (SRO) Program | AS25001 | | Submitted | \$502,060.00 | \$0.00 | \$502,060.00 | [view] |

After a successful submission the status of your application will change from

Status

Build

to

Status

Submitted

IMPORTANT

Don't forget that your SRO Program Coordinator is available to do a technical review prior to submission

Please start the application as soon as possible

Do not wait until the last minute to ask for a technical review or submit

Double check application "Status" and make sure after submission that it has changed from "Build" to "Submitted"

School Resource Officer (SRO) Program

This concludes the presentation.

For a copy of this presentation or more information visit our website
<https://scdps.sc.gov/ohsjp/school-resource-officer-program>

For Financial or Procurement Questions contact
SROAccountingTeam@scdps.gov

For Program Questions contact [your SRO Program Coordinator](#) or
SROProgram@scdps.gov

THANK YOU