



MEMORANDUM

Agenda Item No. 7(I)(1)(A)

TO: Honorable Chairperson Barbara
Carey-Shuler, Ed.D and Members,
Board of County Commissioners

DATE: January 20, 2004

FROM: George N. Burgess
County Manager

SUBJECT: Application for Federal Funds from
the US Department of Justice,
National Institute of Justice

RECOMMENDATION

It is recommended that the Board approve the attached resolution authorizing the County Manager to apply for \$923,245 in federal funds from the U. S. Department of Justice, National Institute of Justice (NIJ), through the Florida Department of Law Enforcement, available under the FY 2003 No Suspect Casework DNA Backlog Reduction Program, to support the Miami-Dade Police Department's Crime Laboratory Bureau. The resolution additionally authorizes the County Manager to receive, expend and execute contracts, agreements, and necessary amendments to the grant application. The grant period covers from September 1, 2003 through August 31, 2004. The grant does not require matching local or in-kind funds. The grant requires retroactive approval from the Board since staff submitted the package by the federal deadline of September 13, 2002, with the misunderstanding that this grant request was a continuation of the 2001 grant with the same name.

BACKGROUND

In February 2001, the United States Attorney General proposed that an allocation from the Super Surplus Asset Forfeiture Fund be used to address the backlog of crime scene sample analysis. These funds are available to state applicants whose proposals are selected through the solicitation process established by NIJ. The Florida Department of Law Enforcement (FDLE) is applying for a consortium grant, under the Florida's crime laboratory system, which consists of five state laboratories and four local laboratories that provide serology/DNA forensic analysis for law enforcement agencies in Florida. These crime laboratories currently lack the capacity to keep pace with the volume of requests for analysis and no-suspect cases are typically worked at a lower priority than those needed for trial. This has resulted in a backlog of no-suspect cases.

The No-Suspect Casework DNA Backlog Reduction Program aims to reduce the number of cases where biological evidence from a crime exists but there is no identified suspect. DNA evidence used in conjunction with the Combined DNA Index System (CODIS) is a powerful investigative tool, beginning at the crime scene with the collection of evidence and ending with a judicial conclusion. The effectiveness of CODIS is measured by the number of crimes that it helps to solve. DNA profiles obtained from evidence collected in cases with no suspect can be compared to local, state, and national DNA databases through CODIS for a potential match with a convicted felon.

Honorable Chairperson Barbara Carey-Shuler, Ed.D.
and Members, Board of County Commissioners
Page 2

The total grant amount requested by FDLE is approximately \$3.9 million. The Miami-Dade Police Department's portion of the funds is \$923,245. These funds are utilized to help reduce the backlog of approximately 1400 no-suspect cases in Miami-Dade County. Since current departmental staff levels do not accommodate the analysis of these cases, the first phase of the program involves the analysis of the 1400 cases by a contracted accredited commercial laboratory in forensic DNA testing. The second phase involves the purchase of robotics and a high throughput genetic analyzer to help speed up the analysis process. The last phase includes the purchase of Laser Fiche document storage and archiving equipment to handle the thousands of pages of analytical data associated with the analysis of DNA profiles associated with criminal casework.



Susanne M. Torriente
Assistant County Manager



MEMORANDUM

(Revised)

TO: Hon. Chairperson Barbara Carey-Shuler, Ed.D.
and Members, Board of County Commissioners

DATE: January 20, 2004

FROM: Robert A. Ginsburg
County Attorney

SUBJECT: Agenda Item No. 7(I)(1)(A)

Please note any items checked.

- "4-Day Rule" ("3-Day Rule" for committees) applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Bid waiver requiring County Manager's written recommendation
- Ordinance creating a new board requires detailed County Manager's report for public hearing
- Housekeeping item (no policy decision required)
- No committee review

Approved _____ Mayor

Agenda Item No. 7(I)(1)(A)

Veto _____

1-20-04

Override _____

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE COUNTY MANAGER'S ACTION IN APPLYING FOR FEDERAL FUNDS FROM THE UNITED STATES DEPARTMENT OF JUSTICE, NATIONAL INSTITUTE OF JUSTICE, THROUGH THE FLORIDA DEPARTMENT OF LAW ENFORCEMENT, AVAILABLE UNDER THE FY 2003 NO SUSPECT CASEWORK DNA BACKLOG REDUCTION PROGRAM, TO SUPPORT THE MIAMI-DADE POLICE DEPARTMENT'S CRIME LABORATORY BUREAU; AND AUTHORIZES THE COUNTY MANAGER TO RECEIVE, EXPEND, AND EXECUTE CONTRACTS, AGREEMENTS, AND NECESSARY AMENDMENTS TO THE APPLICATION

WHEREAS, this Board desires to accomplish the purposes outlined in the accompanying memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board approves the County Manager's action in applying for federal funds in the amount of \$923,245, from the United States Department of Justice, National Institute of Justice, through the Florida Department of Law Enforcement, available under the FY 2003 No Suspect Casework DNA Backlog Reduction Program, to support the Miami-Dade Police Department's Crime Laboratory Bureau, in substantially the form of the grant application attached hereto and made a part hereof, authorizes the County Manager to receive, expend, and execute such contracts and agreements as required, following their approval by the County Attorney's Office; to expend any and all monies received for the purposes and as described in the application; to receive and expend additional funds should they become available, and to file and execute any necessary amendments to the application for an on behalf of Miami-Dade County, Florida.

The foregoing resolution was offered by Commissioner
, who moved its adoption. The motion was
seconded by Commissioner
and upon being put to a vote, the vote was as follows:

	Dr. Barbara Carey-Shuler, Chairperson
	Katy Sorenson, Vice-Chairperson
Bruno A. Barreiro	Jose "Pepe" Diaz
Betty T. Ferguson	Sally A. Heyman
Joe A. Martinez	Jimmy L. Morales
Dennis C. Moss	Dorrin D. Rolle
Natacha Seijas	Rebeca Sosa
Sen. Javier D. Souto	

The Chairperson thereupon declared the resolution duly
passed and adopted this 20th day of January, 2004. This
resolution shall become effective ten (10) days after the date
of its adoption unless vetoed by the Mayor, and if vetoed, shall
become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA
BY ITS BOARD OF COUNTY
COMMISSIONERS

HARVEY RUVIN, CLERK

Approved by County Attorney as
to form and legal sufficiency. RB
Ronald J. Bernstein

By: _____
Deputy Clerk

APPLICATION FOR FEDERAL ASSISTANCE

2. DATE SUBMITTED September 10, 2002	Applicant Id#
3. DATE RECEIVED BY STATE	State Application Identifier
4. DATE RECEIVED BY FEDERAL AGENCY	Federal Identifier

1. TYPE OF SUBMISSION:

<input type="checkbox"/> Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction	<input type="checkbox"/> Preapplication <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction
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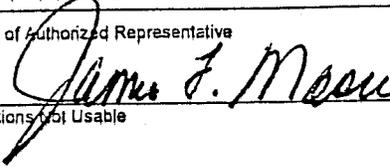
5. APPLICANT INFORMATION

Legal Name: Florida Department of Law Enforcement	Organizational Unit:														
Address (give city, county, state, and zip code): 2331 Phillips Road Post Office Box 1489 Tallahassee, Florida 32302	Name and telephone number of the person to be contacted on matters involving this application (give area code): Suzanne Livingston, Forensic Services Director 850-410-8340														
6. EMPLOYER IDENTIFICATION NUMBER (EIN): 59 - 3459505	7. TYPE OF APPLICANT: (enter appropriate letter in box) A <table border="0"> <tr> <td>A. State</td> <td>H. Independent School Dist.</td> </tr> <tr> <td>B. County</td> <td>I. State Controlled Institution of Higher Learning</td> </tr> <tr> <td>C. Municipal</td> <td>J. Private University</td> </tr> <tr> <td>D. Township</td> <td>K. Indian Tribe</td> </tr> <tr> <td>E. Interstate</td> <td>L. Individual</td> </tr> <tr> <td>F. Intermunicipal</td> <td>M. Profit Organization</td> </tr> <tr> <td>G. Special District</td> <td>N. Other (Specify): _____</td> </tr> </table>	A. State	H. Independent School Dist.	B. County	I. State Controlled Institution of Higher Learning	C. Municipal	J. Private University	D. Township	K. Indian Tribe	E. Interstate	L. Individual	F. Intermunicipal	M. Profit Organization	G. Special District	N. Other (Specify): _____
A. State	H. Independent School Dist.														
B. County	I. State Controlled Institution of Higher Learning														
C. Municipal	J. Private University														
D. Township	K. Indian Tribe														
E. Interstate	L. Individual														
F. Intermunicipal	M. Profit Organization														
G. Special District	N. Other (Specify): _____														
8. TYPE OF APPLICATION: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es): <input type="checkbox"/> <input type="checkbox"/> <table border="0"> <tr> <td>A. Increase Award</td> <td>B. Decrease Award</td> <td>C. Increase Duration</td> </tr> <tr> <td>D. Decrease Duration</td> <td colspan="2">Other (specify): _____</td> </tr> </table>	A. Increase Award	B. Decrease Award	C. Increase Duration	D. Decrease Duration	Other (specify): _____		9. NAME OF FEDERAL AGENCY: National Institute of Justice								
A. Increase Award	B. Decrease Award	C. Increase Duration													
D. Decrease Duration	Other (specify): _____														
10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER: 1 6 . 5 6 4 TITLE: No-Suspect Casework DNA Backlog Reduction Program (FY 2003)	11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT: No-Suspect Casework DNA Backlog Reduction Program (FY 2003) U.S. Department of Justice														
12. AREAS AFFECTED BY PROJECT (cities, counties, states, etc.): Florida - Statewide															

13. PROPOSED PROJECT: Start Date: 03/01/03 Ending Date: 03/01/04	14. CONGRESSIONAL DISTRICTS OF: a. Applicant: Statewide b. Project: Statewide
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15. ESTIMATED FUNDING:	16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?
a. Federal \$ 3,939,332 .00	a. YES. THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON: DATE _____
b. Applicant \$.00	b. NO. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E.O. 12372
c. State \$.00	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW
d. Local \$.00	
e. Other \$.00	
f. Program Income \$.00	17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT? <input type="checkbox"/> Yes If "Yes," attach an explanation. <input type="checkbox"/> No
g. TOTAL \$ 3,939,332 .00	

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED

a. Typed Name of Authorized Representative James T. Moore	b. Title Commissioner	c. Telephone number 850-410-7001
d. Signature of Authorized Representative 		e. Date Signed 9/10/02

Mr. Steven
6

SECTION 2

Geographic Area Affected Worksheet (SF-424-Question 12)

Grantee location(s) (i.e., office location of principal investigators or contractors):	
Agency name: Florida Department of Law Enforcement	State: Statewide - Florida Place (city or county): Zip code:
Agency name:	State: Place (city or county): Zip code:
Agency name:	State: Place (city or county): Zip code:
Sites affected (i.e., locations where the program was implemented, evaluation was performed, or research data collected):	
How affected: <input checked="" type="checkbox"/> Program implemented <input type="checkbox"/> Evaluation research <input type="checkbox"/> Nonevaluation research <input type="checkbox"/> Other _____	State: Florida Place ¹ (city or county) Zip code(s) ² :
How affected: <input type="checkbox"/> Program implemented <input type="checkbox"/> Evaluation research <input type="checkbox"/> Nonevaluation research <input type="checkbox"/> Other _____	State: Place (city or county): Zip code(s):
How affected: <input type="checkbox"/> Program implemented <input type="checkbox"/> Evaluation research <input type="checkbox"/> Nonevaluation research <input type="checkbox"/> Other _____	State: Place (city or county): Zip code(s):

Note: If more room is required, photocopy and attach additional worksheets.

NIJ 02/00/file:gaaw

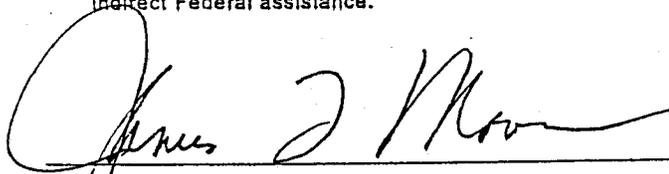
¹ Place information is required unless the entire State is affected.

² Zip code information is required unless the entire county or city is affected.

ASSURANCES

The Applicant hereby assures and certifies compliance with all Federal statutes, regulations, policies, guidelines and requirements, including OMB Circulars No. A-21, A-110, A-122, A-128, A-87; E.O. 12372 and Uniform Administrative Requirements for Grants and Cooperative Agreements—28 CFR, Part 66, Common Rule, that govern the application, acceptance and use of Federal funds for this federally-assisted project. Also the Applicant assures and certifies that:

1. It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and federally-assisted programs.
3. It will comply with provisions of Federal law which limit certain political activities of employees of a State or local unit of government whose principal employment is in connection with an activity financed in whole or in part by Federal grants. (5 USC 1501, et seq.)
4. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act if applicable.
5. It will establish safeguards to prohibit employees from using their positions for a purpose that is or give the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
6. It will give the sponsoring agency or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
7. It will comply with all requirements imposed by the Federal Sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.
8. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed in the Environmental protection Agency's (EPA-list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
9. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1976. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that had been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
10. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 USC 470), Executive Order 11593, and the Archeological and Historical Preservation Act of 1966 (16 USC 569a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
11. It will comply, and assure the compliance of all its subgrantees and contractors, with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provisions of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1; and all other applicable Federal laws, orders, circulars, or regulations.
12. It will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedure; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Nondiscrimination/Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures; and Federal laws or regulations applicable to Federal Assistance Programs.
13. It will comply, and all its contractors will comply, with the nondiscrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789(d), or Victims of Crime Act (as appropriate); Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title II of the Americans With Disabilities Act (ADA) (1990); Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C, D, E, and G; and Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.
14. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs.
15. It will provide an Equal Employment Opportunity Program if required to maintain one, where the application is for \$500,000 or more.
16. It will comply with the provisions of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.



Signature

9-10-02

Date



CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510—

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a

public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620—

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about—

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will—

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted—

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, Florida 32302

Check if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 406177.

Check if the State has elected to complete OJP Form 406177.

**DRUG-FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620—

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, Florida 32302

59-3459505

2. Application Number and/or Project Name

3. Grantee IRS/Vendor Number

No-Suspect Casework DNA Backlog Reduction Program FY 2003

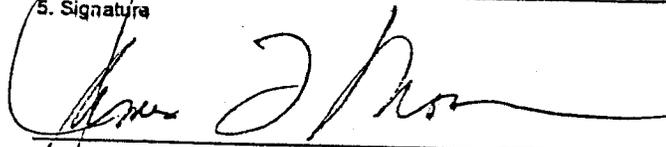
4. Typed Name and Title of Authorized Representative

James T. Moore, Commissioner

9-10-02

5. Signature

6. Date



Disclosure of Lobbying Activities

Approved by OMB 0348-0046

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse side for instructions.)

Public Reporting Burden for this collection of information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

1. Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> B b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance	2. Status of Federal Action: <input checked="" type="checkbox"/> B a. bid/offer/application b. initial award c. post-award	3. Report Type: <input checked="" type="checkbox"/> A a. initial filing b. material change For Material Change Only: year _____ quarter _____ date of last report _____
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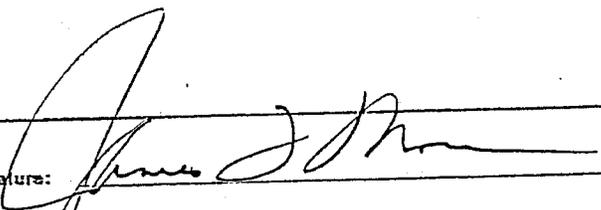
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Florida Department of Law Enforcement 2331 Phillips Road Tallahassee, Florida 32302 Congressional District, if known: <u>Statewide</u>	5. If Reporting Entity in No. 4 is Subawardee, enter Name and Address of Prime: Congressional District, if known:
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6. Federal Department/Agency: United States Department of Justice	7. Federal Program Name/Description: No-Suspect Casework DNA Backlog Reduction Program (FY 2003) CFDA Number, if applicable: <u>16.564</u>
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8. Federal Action Number, if known:	9. Award Amount, if known: \$
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10a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI):	10b. Individuals Performing Services (including address if different from No. 10a.) (last name, first name, MI):
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11. Information requested through this form is authorized by Sec. 319, Pub. L. 101-121, 103 Stat. 750, as amended by sec. 10; Pub. L. 104-65, Stat. 700 (31 U.S.C. 1352). This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semiannually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Signature: 
 Print Name: James T. Moore
 Title: Commissioner
 Telephone No.: 850-410-7001 Date: 9-10-02

Instructions for Completion of SF-LLL, Disclosure of Lobbying Activities

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with a covered Federal action. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal action.
2. Identify the status of the covered Federal action.
3. Identify the appropriate classification of this report. If this is a followup report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
4. Enter the full name, address, city, state and zip code of the reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or subaward recipient. Identify the tier of the subawardee, e.g., the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
5. If the organization filing the report in item 4 checks "Subawardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.
8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."
9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.
10. (a) Enter the full name, address, city, state and zip code of the registrant under the Lobbying Disclosure Act of 1995 engaged by the reporting entity identified in item 4 to influence the covered Federal action.
(b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
11. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

SECTION 3

BUDGET DETAIL WORKSHEET and NARRATIVE

Total Funding Request: \$3,939,332

Florida's crime laboratory system consists of five State laboratories and 4 local laboratories that provide serology/DNA forensic analysis for law enforcement agencies in this State. Florida's crime laboratories currently lack the capacity to keep pace with the volume of requests for analysis and no-suspect cases are typically worked at a lower priority than those needed for trial. This has resulted in a backlog of no-suspect cases.

Funds requested in this application for personnel, equipment, travel, and supplies will be used by laboratories to upgrade their infrastructure and their subsequent capabilities to produce DNA profiles using the CODIS core loci and produce CODIS ready profiles for submission to both State and Federal DNA data bases. This infrastructure upgrade will help Florida's crime laboratory system increase production capacity and reduce the accumulation of current and future backlog cases.

Funds requested for contracts/consultants will be used to outsource cases to continue to reduce the State's backlog.

All funds will be expended in accordance with Federal, State, and appropriate County guidelines and purchasing/procurement procedures. Unit and total costs for equipment were obtained by surveying competitive vendors except for instances in which a sole source is required. Funds requested for overtime and fringe benefits are based on participating agency pay standards.

A. Personnel

\$24,546

Overtime is requested by Palm Beach and Indian River county laboratories to aid in completing the work required to select cases appropriate for outsourcing under this grant solicitation. Broward County, Miami-Dade County and Florida Department of Law Enforcement are not requesting funds in this category. No-suspect cases will be screened, shipped and reviewed using the existing agency's funding.

Palm Beach County Sheriffs Office (PBSO) - \$6,400

The Serology/DNA Laboratory Analyst will be responsible for coordinating submission of the evidence from the culled no-suspect cases, assigning the cases for possible biological screening and submission of qualifying cases to The Bode Technology group.

Name	Department	Position	Total Hours	Rate (x 1.5)	Cost
McElroy	Serology/DNA	Lab analyst	200	32.00	\$6,400

Regional Crime Laboratory at Indian River Community College (IRCC) - \$18,146

Funds will be used to pay overtime for two analysts and one technician to

- conduct initial screening and verification of no-suspect cases with detectives and prosecutors
- locate laboratory files and evidence cuttings
- screen rape kit evidence for identification of suitable biological evidence
- prepare stain cards with the victim's blood specimen standard and cuttings of two specimen swabs where sperm have been identified
- label, package and ship case specimens to an outsourcing laboratory
- upload outsourced profiles into CODIS
- reanalyze 5% of the samples for quality assurance examinations
- re-run an estimated 5%-10% cases resulting in CODIS hits.

It is estimated that each outsourced case will require four hours of analyst time, including initial screening and shipment to an outsourcing laboratory, reanalysis of quality assurance specimens and uploading of profiles to CODIS. Two analysts will spend four hours per week overtime for ten months of the grant period to work on no-suspect cases. At the average rate of four hours per case, the laboratory's goal is to process 80 no-suspect cases during the grant period.

Name	Department	Position	Total Hours	Rate (x 1.5)	Cost
Nippes	Serology/DNA	Chief Criminalist	160	62.79	\$10,046
Ritzline	Serology/DNA	Criminalist	160	40.53	\$6,485
Brill	Serology/DNA	Technician	80	20.19	1,615

B. Fringe Benefits

\$1,880

Fringe benefits include only FICA charges for the individuals who work overtime.

Palm Beach County Sheriff's Office - \$492

Name	Department	Position	Total Hours	Rate (x 1.5)	Cost
McElroy	Serology/DNA	Lab Analyst	200	2.46	\$492

Regional Crime Laboratory at Indian River Community College - \$1,388

Name	Department	Position	Total Hours	Rate (x 1.5)	Cost
Nippes	Serology/DNA	Lab Analyst	160	4.80	\$768
Ritzline	Serology/DNA	Lab Analyst	160	3.10	\$496
Brill	Serology/DNA	Technician	80	1.55	\$124

C. Travel

\$7,000

Palm Beach, Broward and Miami-Dade laboratories require funding for site visits to outsourcing laboratories as required by this grant solicitation. Site visits will ensure that the outsourcing laboratory is performing work in a satisfactory manner under strict quality assurance guidelines. Indian River and the Florida Department of Law Enforcement will expend Department funds for this purpose.

Palm Beach Sheriffs Office - \$2,000

Travel to outsourcing laboratory for Cecelia Crouse, Supervisor, Serology/DNA Section. A site visit to the contracting laboratory is a FBI Quality Standards requirement.

Cecelia Crouse, Supervisor, Serology/DNA Section

Air fare from West Palm Beach to Springfield, VA	\$700 X 2	\$1,400
Hotel (2 nights)	\$200 X 2	\$400
Per Diem (2 1/2 days x \$21.00)	\$51 X 2	\$102
Transportation to-and from TBTG	\$49 X 2	\$98

Broward County Sheriffs Office - \$3,000

The BSOCL technical leader or supervisor will visit the selected contract laboratory in order to examine its facilities, procedures and personnel prior to submission of case samples. An additional unannounced visit will also be conducted during the funding period. All travel requests to survey existing outsourcing laboratories are to be made in accordance with Broward Sheriff's Office guidelines including applicable per diem, lodging, and air travel.

Pre-submission inspections of outsource laboratory	\$1,500
Unannounced visit to outsource laboratory	\$1,500

Miami-Dade Police Department - \$2,000

The MDPD technical leader will visit the selected contract laboratory in order to examine its facilities, procedures and personnel prior to submission of case samples. An additional unannounced visit will also be conducted during the funding period. All travel requests to survey existing outsourcing laboratories are to be made in accordance with Miami-Dade Police Department guidelines including applicable per diem, lodging, and air travel.

Pre-submission inspection of outsource laboratory	\$1,000
Inspection of outsource laboratory	\$1,000

D. Equipment

\$1,910,938

All participating laboratories require equipment resources to reduce the backlog of no-suspect cases requiring DNA analysis, improve analysis of no-suspect cases using the CODIS 13 core loci, and to increase the number of profiles that can be uploaded to the State and National DNA databases.

Palm Beach County Sheriffs Office - \$17,907

Quantity	Item	Cost
1	Eppendorf Microcentrifuge Model 5417C	\$2,650
1	Olympus microscope	\$1,600
1	Olympus CH30 Trinocular Observation Tube with digital DXc390 Digital Camera System	\$4,032
1	Vortexer	\$100
1	Pipette carousel with 1,000ul, 200ul, 20ul and 10ul pipetters	\$1,025
1	Astec Monair 10 Ductless Hood	\$2,500

In August 2002, the Sheriff allocated two new positions to the Serology/DNA Section. Both of these positions when filled will work exclusively on the no-suspect grant cases. Since these were not budgeted positions, no monies exist to set-up a casework area for one of the Forensic Scientist. The above equipment will be needed for these positions.

Quantity	Item	Cost
1	Laptop Computer, MS Software Bundle and LCD Projector	\$6,000

This system is to be exclusively for setting up training presentations, logging each law enforcement agency progress with identification of no-suspects cases currently stored in their facilities, logging all possible probative evidence associated with each case to be submitted to the Serology/DNA section, tracking the serological results of each piece of evidence, all, CODIS hits/John Doe warrant information, judicial findings.

Regional Crime Laboratory at Indian River Community College - \$170,918

Funds will be utilized to purchase equipment that deals explicitly with the analysis of no-subject DNA backlog cases during the grant period and into the future.

Quantity	Item	Cost
1	Beckman Coulter Biomek 2000 Automated Workstation	\$77,089
1	ThermoLab Systems Luminoskan Ascent	\$21,750

A robotic sample handler (Beckman Coulter Biomek 2000) and a luminometer (ThermoLab Systems Luminoskan Ascent) are requested. It will enable the laboratory to process no-suspect casework in a more streamlined manner by automating sample extraction and quantitation procedures and minimizing the amount of hands-on time for each analyst. Methods have been pre-written for the Biomek 2000 and are available on the web for free, decreasing the time needed to become productive.

Quantity	Item	Cost
1	CODIS Server with software	\$14,100
1	CODIS Workstation with software	\$4,719

A CODIS Server and CODIS Workstation with the preferred software requirements for the current CODIS installation are requested. A new server would allow for the upgrade to Windows 2000, which the current server and workstation can not run, allowing the Laboratory to perform data entry, data retrieval and CODIS searches efficiently with the new search algorithm developed for and provided by the FBI. It will ultimately allow for more beneficial use of analyst time processing future no-suspect casework.

Quantity	Item	Cost
2	Dell Latitude C640 with software & printer	\$7,237

Two Dell Latitude laptop computer systems with data analysis and data interpretation software (GeneScan[®] and Genotyper[®] programs) will allow the two analysts to expedite the interpretation and technical review of casework data, along with report writing, more efficiently. Almost 60% of an analyst time is consumed by preparation and maintenance of casework documentation. Laptop computers will allow the analysts to perform these time consuming tasks at times other than during normal working hours.

Quantity	Item	Cost
1	Windows NT computer for ABI 310 with data collection software	\$9,900
5	User license for Applied Biosystems GeneScan and Genotyper	\$12,500

A request is made to equip the current ABI Prism 310 Genetic Analyzer with a Windows NT based computer system and installed data collection, data size calling and data interpretation software programs to enable the analysts to process no-suspect casework. Recent developments in DNA analysis technology have made the migration to a Windows NT platform a necessity. The Windows NT platform offers the necessary performance and connectivity characteristics for fast data acquisition, allows for easier connectivity to other bioinformatic products and enables Mac-OS to Windows NT-OS conversion.

Quantity	Item	Cost
1	Thermo IEC Centra*-CL3 Centrifuge	\$5,224

Requested is a dependable centrifuge to process no-suspect casework as fast, efficient and as safely as possible. The Thermo IEC Centra*-CL3 Benchtop Centrifuge is a general-purpose centrifuge that can be used for multiple applications and meets OSHA Bloodborne Pathogen Final Rule. It will allow for the ability to concentrate samples with a low copy number of cells and/or clean up samples that contain PCR inhibitors, allowing for a "clean" and complete profile to be obtained on difficult no-suspect cases and uploaded to be searched in CODIS.

Quantity	Item	Cost
1	Cytopro Cyto centrifuge	\$5,300

A Cytopro Cyto centrifuge is requested to help the two analysts accelerate the processing of no-suspect casework. Many requests are made for the analysis of casework samples that contain spermatozoa and discarded epithelial cells, frequently with low copy number. The Regional Crime Laboratory's protocol is to visualize the presence of these epithelial cells, either before or during the extraction process. The cyto centrifuge will allow for the efficient preparation of microslides for staining and subsequent microscopic examination. An added benefit is the ability to place the "cell pellet" in a smaller area on the microslide, allowing for more efficient microscopic sperm/epithelial searches.

Quantity	Item	Cost
1	Olympus C-2500 SLR digital camera kit	\$1,899

A request for an Olympus C-2500L SLR digital camera to allow for two analysts to document with digital photographs the many stages of no-suspect evidence processing. The Laboratory currently uses a small, inefficient digital camera that does not allow macro photography and is extremely slow when uploading photographs to a computer workstation, causing a significant slowdown in casework processing. The Olympus digital camera is designed for the science industry and allows for super macro photography with the production of high quality photographs in an expedient fashion.

Quantity	Item	Cost
1	Fisher Isotemp Laboratory Refrigerator	\$5,370
1	Revco Laboratory Freezer	\$5,830

A request for a commercial grade refrigerator and freezer is made to upgrade the current outdated refrigerator and freezer. The current refrigerator and freezer are standard residential grade, with no temperature monitoring controls and have limited storage capacity due to their design. The new requested refrigerator and freezer are manual defrost and maximize storage capacity with evenly spaced shelves. The refrigerator will allow for the Laboratory to store no-suspect cases from submitting agencies, allowing for the analysts to track the number of no-suspect cases in the Laboratory's service jurisdiction more efficiently. The freezer will allow for long term storage of DNA cuttings and extracts at -20° C. The new refrigerator and freezer also meet current safety and environmental standards.

Broward County Sheriffs Office - \$377,637

Quantity	Item	Cost
1	LIM (Laboratory Information Management) System	\$168,000

Monies are being requested by the Broward Sheriff's Office Crime Laboratory (BSOCL) to develop/purchase a LIM (Laboratory Information Management) system to assist in the monitoring of casework submitted to the laboratory as well as the tracking of samples once a case is assigned to an analyst. This type of information is vital in the processing of no-suspect cases as many times they are arbitrarily sidelined because of rush/priority status assigned to the case by the investigator or state attorney. The system can now be utilized in the DNA section but the LIM system will be easily upgradeable for the entire laboratory at a later date.

Quantity	Item	Cost
4	Dell Latitude Computers	\$10,000
5	User licenses for Applied Biosystems GeneScan and Genotyper programs	\$12,500

Monies are also being requested in FY 2003 to equip workstations with computer systems to enable four additional analysts to process no-suspect casework. The computer systems are required for case tracking, data analysis, data interpretation, report writing and data upload to CODIS.

1	CompuLink LaserFiche Electronic Document	\$120,000
1	CompuLink laserfiche archive process	\$67,137

Monies are requested to purchase a document management system such as CompuLink's LaserFiche that would allow the laboratory to alleviate the burdensome documentation requirements that currently occupy much of an analyst's time. The LaserFiche system will allow the laboratory to maintain an electronic copy of all documents that would be included in a case folder and would minimize the amount of time each analyst would spend dealing with the maintenance and organization of paperwork. This increased efficiency would decrease the turn-around time for each no-suspect case and accelerate overall case throughput immensely.

Miami-Dade Police Department - \$469,476

Quantity	Item	Cost
1	Applied Biosystems 3100 Genetic Analyzer System	\$141,500
4	Apple Macintosh G4 workstations	\$10,000

Applied Biosystems 3100 Genetic Analyzer System will increase sample throughput for the laboratory by four-fold with its ability to process many samples simultaneously. Four additional analysts will be equipped with workstations to process no suspect casework. The computer

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systems are required for data analysis, data interpretation, report writing and data upload to CODIS.

Quantity	Item	Cost
10	User licenses for Applied Biosystems GeneScan and Genotyper programs	\$25,000

The STR DNA data obtained from each sample is analyzed using the PE Applied Biosystems GeneScan program. The DNA profile is then identified using the PE Applied Biosystems GenoTyper program. A ten-user license will be necessary for each software program to bring additional analysts on-line for no suspect casework analysis.

Quantity	Item	Cost
1	CompuLink LaserFiche Electronic Document Management System	\$120,000
1	CompuLink Laserfiche archive process	\$67,137
1	CODIS Server (Dell PowerEdge)	\$7,000

Currently, preparation and maintenance of casework documentation can consume up to 60% of an analyst's workload. The CompuLink LaserFiche system will allow the laboratory to maintain an electronic copy of all documents that would be included in a case folder and would minimize the amount of time each analyst would spend "paper-handling." The purchase and implementation of this electronic documentation management system will save an analyst approximately 45 minutes per day in creating, tracking and maintaining case-related documents. For 15 analysts, approximately 3,000 work hours will be saved annually by significantly reducing the need for reliance on paper-based copies of case-related items. This increased efficiency would decrease the turn around time for each no suspect case and accelerate overall case throughput. The overall savings of time will result in processing an additional 20 cases in the year of implementation and an ongoing benefit of processing an additional 75 no-suspect cases per year.

With the addition of four new analysts, the current CODIS server will be at near capacity. A new server would allow for the addition of an increased number of DNA profiles as well as facilitate CODIS searches and CODIS upload tasks.

Quantity	Item	Cost
1	Beckman Coulter Biomek 2000 Automated Workstation	\$77,089
1	ThermoLab Systems Luminoskan Ascent	\$21,750

A robotic sample handler (Beckman Coulter Biomek 2000) and a luminometer (ThermoLab Systems Luminoskan Ascent) will enable the laboratory to process no suspect casework in a more streamlined manner by automating sample extraction and quantitation procedures and minimizing the amount of hands-on time for each analyst.

Florida Department of Law Enforcement - \$875,000

FDLE has five regional laboratories performing DNA analysis, all equipment will be used to increase casework capabilities within the laboratory system, to expand existing forensic databases and to improve the CODIS capabilities within Florida and nationally.

Quantity	Item	Cost
1	3100 Genetic Analyzers w/licenses and software @\$150,000/ea	\$150,000
4	Uninterrupted Power supply for 3100	\$50,000

The 3100 Genetic Analyzer and 1 Uninterrupted Power Supply will be placed in the Jacksonville DNA laboratory within the FDLE laboratory system. The three additional Uninterrupted Power Supplies will be used with the three 3100 Genetic Analyzers which were purchased last year for Orlando, Tallahassee and Tampa. FDLE Jacksonville currently utilizes the 310 genetic analyzer model, which allows the analysis of 1 sample every 30 minutes. With the purchase of the 3100 model, which can analyze 16 samples every 30 minutes, the laboratory will be able to increase production drastically.

Quantity	Item	Cost
5	Robotic extraction/quantitation stations	\$500,000
5	Fluorometers/luminometers	\$125,000
5	Centrifuges	\$50,000

This equipment will automate the extraction process. These workstations will be deployed in all five FDLE DNA laboratories. These robots are expected to not only speed up the extraction process but to drastically decrease the opportunity for human error in this step of the analysis. FDLE's DNA Database members are familiar with the robotic environment and can assist in the programming and development of analytical protocols for the other laboratories. This will supplement robotics placed in the five laboratories last year for the pre-amplification set-up. The result will be continued improvements and a significant increase in our production capabilities. The Fluorometers/luminometers will be used for the quantitation of extracted DNA samples. This will be a more accurate quantitation of human DNA than methods now being used in the FDLE laboratories. This will enable analysis to be done more efficiently by eliminating the need for re-amplification due to quantitation inaccuracies.

E. Supplies

\$279,943

County laboratories require funding for supplies needed to perform DNA analysis, quality assurance controls, and prescreening of cases for analysis. The Florida Department of Law Enforcement will use existing budget funds for this purpose. Purchase of all supplies will be made in accordance with appropriate county policy and guidelines

Palm Beach County Sheriffs Office (PBSO) - \$51,300

Quantity	Item	Cost
	Disposables for in-house analysis for screening (two forensic scientists full time) and in-house testing of no-suspect cases	\$51,300

This includes ABA HemaTrace and P30 cassettes and disposables such as pipette tips, bench coats, gloves, paper towels, etc, and to provide for blind case verification and no-suspect DNA analysis in-house including four PowerPlex 16 Bio kits, four quantification kits with West Dura, polyacrylamide, and Embitec gels.

Regional Crime Laboratory at Indian River Community College - \$10,766

Quantity	Item	Cost
1	DNA IQ/AluQuant combination kit	\$3,179
2	Applied Biosystem STR Multiplexing Profiler Plus/COfiler Kits	\$7,000
1	Quantiblot Human DNA Quantification Kits	\$200
1	ABA Card P30 kit (for azoospermic semen identification)	\$120
1	ABACard anti-human kit (for blood identification)	\$120
2	Acid Phosphatase reagents	\$63
2	Christmas Tree stain reagents	\$84

These funds will be utilized to purchase supplies for analyzing non-subject cases. Supplies and reagents are needed for sexual assault kit screening, quality assurance evaluations of the outsourced samples, and re-running of evidence as a result of CODIS hits. Supplies/reagents requested include Profiler Plus/COfiler STR multiplexing kits, quantitation reagents, and evidence screening reagents. Presently, the manual processing of no-suspect case samples requires a DNA quantitation procedure utilizing the Applied Biosystems Quantiblot Kit. Monies are being requested for the purchase of DNA IQ/AluQuant combination kits from Promega Corporation. These reagents have been designed for use with the Biomek 2000 robotic workstation to streamline sample extraction and quantitation by the luminometer from ThermoLab Systems Luminoskan Ascent. Other reagents, CE columns and disposables will be purchased from the laboratory's normal supply budget.

Broward County Sheriffs Office - \$28,108

Quantity	Item	Cost
7	Applied Biosystems AmpFISTR Identifiler Kits	\$19,250
2	DNA IQ/AluQuant combination kit	\$6,358
	Misc supplies for columns, polymer and other expendables	\$2,500

During FY 2003, the validation of our anticipated robotic system from the FY2001 grant to process no-suspect case samples requires a DNA quantitation procedure utilizing the Promega DNA IQ/AluQuant Kit. These reagents have been designed for use with the robotic workstation to streamline sample extraction and quantitation. Monies are being requested in FY 2003 and for the purchase of additional combination kits from Promega Corporation for a ramping up of processing the anticipated increase in no-suspect cases submitted to the section as well as a percentage of cases submitted on a regular basis.

STR/PCR analysis of no-suspect cases by the BSOCL will require the purchase of commercial kits (DNA amplification system-AmpFISTR Identifiler kit) for DNA amplification. This will require the purchase of kits to begin processing no-suspect cases submitted to the laboratory as well as to perform QC on 3% of the samples that are outsourced. In addition, supplies will be needed to maintain and operate the 310 and 3100 Genetic Analyzer instruments used in analysis.

Miami-Dade Police Department - \$39,769

Quantity	Item	Cost
13	Applied Biosystems AmpFISTR Identifiler kits	\$35,750
4	ABI Quantiblot Kits @ \$140.00	\$840
1	DNA IQ/AluQuant combination kit	\$3,179

The manual processing of no suspect case samples requires a DNA quantitation procedure utilizing the Applied Biosystems Quantiblot Kit. Monies are being requested for the purchase of DNA IQ/AluQuant combination kits from Promega Corporation. These reagents have been designed for use with the Biomek 2000 robotic workstation to streamline sample extraction and quantitation.

STR DNA analysis of no suspect cases by MDPD will require the purchase of commercial kits for DNA amplification. This will require the purchase of kits to validate a one step DNA amplification system (AmpFISTR Identifiler kit), to process no suspect case samples and to perform QC on 3% of the samples that are outsourced. In addition, supplies will be needed to maintain and operate the 310 and 3100 Genetic Analyzer instruments.

Florida Department of Law Enforcement - \$150,000

Quantity	Item	Cost
	Reagents	\$75,000
	Consumables	\$75,000

The reagents and supplies will be used to purchase kits and expendables to be used with the automated workstations for the extraction of DNA. The systems must be validated and kits will be purchased for this purpose. In addition, consumables such as pipettes may be needed for this system.

F. Construction (Not Allowed)

G. Consultants / Contracts

\$1,637,525

Contract funds are requested for outsourcing no-suspect cases such as sexual assaults, homicides, and burglaries, following the guidelines as established by NIJ. It is anticipated each case will average two forensic samples and one standard sample. The evidence will be screened at individual crime laboratories and outsourced to an American Society of Crime Laboratory Directors (ASCLD) accredited or NFSTC-certified private facility and profiled using the 13 CODIS core loci. In some instances the outsourcing laboratory will be required to provide a court-ready report. Local laboratories will be required to upload the profiles into CODIS.

Contracts will be evaluated following State of Florida and appropriate County procurement guidelines. An average cost per case is estimated at \$1000 based on vendor surveys. The price may vary based on the final bid award and on whether economies of scale can be established. If bid price is lower than estimates, additional no-suspect cases will be outsourced.

Palm Beach County Sheriffs Office	\$291,575
Regional Crime Laboratory at IRCC	\$ 80,200
Broward County Sheriffs Office	\$365,750
Miami-Dade Police Department	\$400,000
Florida Department of Law Enforcement	\$500,000

H. Other Costs:

\$77,500

Regional Crime Laboratory at IRCC is not requesting any funds under the category of Other.

Palm Beach County Sheriffs Office- \$7,500

Transfer of forensic samples to and from the vendor, and transfer of approximately 10 blind samples for quality assurance testing. Samples will be transferred in 30 separate shipments.

\$75.00/shipment x 50 shipments x 2 (PBSO-to-vendor, vendor-to-PBSO)

Broward County Sheriff's Office - \$8,000

On-site training by Applied Biosystems personnel (4 analysts @ \$2,000 – 5 days) = \$6,000

\$75.00/shipment x 13 or 14 shipments x 2 (BSOCL to vendor, and vendor to BSOCL) - \$2,000

Miami-Dade County Sheriff's Department - \$12,000

Training for 6 Miami-Dade employees by Applied Biosystems personnel. This will be a 5-day, on site training class and will cost \$2,000 per employee

Florida Department of Law Enforcement - \$50,000

Training (provided in-house by vendor) on the new robotic equipment.

I. Indirect Costs (Not Allowed)

TOTAL FUNDING REQUEST - \$3,939,332

BUDGET SUMMARY

Total Funding Request: \$3,939,332

	Budget Category	Amount
A.	Personnel	\$24,546
B.	Fringe Benefits	\$1,880
C.	Travel	\$7,000
D.	Equipment	\$1,910,938
E.	Supplies	\$279,943
F.	Consultants/Contracts	\$1,637,525
G.	Construction (not allowed)	
H.	Other	\$77,500
I.	Indirect Costs (not allowed)	

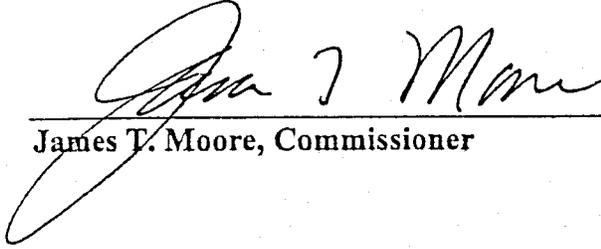
TOTAL PROJECT COSTS \$3,939,332

Federal Request \$3,939,332

Non-Federal Amount (No State Match Required) \$0

FEDERAL FUNDING CERTIFICATION

Federal funding made available under this program will not be used to supplant State or Local funds.



James T. Moore, Commissioner

9-10-02

Date

SECTION 4

KEY PROJECT PERSONNEL

Project Director/Principal Investigator

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PROPOSAL ABSTRACT

Project Goals and Objectives

Improvement in the sensitivity of STR technology has caused more cases to be submitted for DNA analysis that traditionally would not have been submitted. This has dramatically increased the total number of cases requiring DNA analysis, and Florida's crime laboratories have not been able to keep pace with the demand for forensic DNA analysis. A Backlog of mostly no-suspect cases has developed.

Goals of this project are to:

1. Reduce the backlog of no-suspect cases requiring DNA analysis in State and County crime laboratories
2. Analyze these no-suspect cases using the 13 CODIS core loci
3. Expedite the entry of CODIS applicable DNA profiles into State of Florida and National CODIS Network
4. Increase Florida's DNA analysis production capability and capacity

Project Design

FDLE's network of DNA laboratories in partnership with the four county laboratories (Miami-Dade, Broward, Palm Beach and Indian River) has developed a two-pronged approach to accomplish the project goals:

1. Address the existing no-suspect backlog problem immediately by *outsourcing* over 1500 cases and by funding additional man-hours for no-suspect case analysis
2. Improve the infrastructure of Florida's crime laboratory system by upgrading equipment to improve efficiency and increase capacity of the existing laboratories to minimize future backlogs. The laboratories will build on infrastructure improvements funded by the award of the NIJ No-Suspect DNA grant FY2001.

Laboratories will screen existing cases to ensure that only no-suspect cases suitable for DNA examination and likely to benefit from a CODIS match are included as a part of this grant. All laboratories agreed to document the methods used for screening and selecting cases for no-suspect analysis. Bid specifications will ensure that outsource vendor laboratories charge only for the work completed on each case, and quality assurance standards and controls issued by the FBI will be strictly observed. The 13 CODIS core loci will be attempted for each analysis.

Representatives from the participating laboratory systems met to develop the funding needs and the implementation goals outlined in this solicitation. Participating laboratories identified the need for information technology equipment, automation equipment, additional laboratory equipment, supplies and overtime funds to maximize each laboratory's efficiency and capacity for DNA analysis, reduce no-suspect case backlogs, and increase DNA profile contributions to the State and National databases. It is anticipated that the combination of outsourcing most of the current backlog, in addition to the requested laboratory improvements will allow the State to limit future backlogs.

SECTION 5

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PROGRAM NARRATIVE

A. ABSTRACT

Project Goals and Objectives

The application of STR technology has increased the sensitivity of forensic DNA analysis, resulting in the submission to crime laboratories of more cases with an ever-widening range of sample types. This has dramatically increased the total number of cases requiring DNA analysis, and Florida's crime laboratories have not been able to keep pace with the demand for forensic DNA analysis. A backlog of mostly no-suspect cases has developed.

Goals of this project are to:

1. Reduce the backlog of no-suspect cases requiring DNA analysis in State and County crime laboratories
2. Analyze these no-suspect cases using the 13 CODIS core loci
3. Expedite the entry of CODIS applicable DNA profiles into State of Florida and National CODIS Network
4. Increase Florida's DNA analysis production capability and capacity

Project Design

FDLE's network of DNA laboratories in partnership with the four county laboratories (Miami-Dade, Broward, Palm Beach and Indian River) has developed a two-pronged approach to accomplish the project goals:

1. Address the existing no-suspect backlog problem immediately by *outsourcing* over 1500 cases and by funding additional man-hours for no-suspect case analysis
2. Improve the infrastructure of Florida's crime laboratory system by upgrading equipment to improve efficiency and increase capacity of the existing laboratories to minimize future backlogs. The laboratories will build on infrastructure improvements funded by the award of the NIJ No-Suspect DNA grant FY2001.

Laboratories will screen existing cases to ensure that only no-suspect cases suitable for DNA examination are likely to benefit from a CODIS match are included as a part of this grant. All laboratories agreed to document the methods used for screening and selecting cases for no-suspect analysis. Bid specifications will ensure that outsource vendor laboratories charge only for the work completed on each case, and quality assurance standards and controls issued by the FBI will be strictly observed. The 13 CODIS core loci will be attempted for each analysis.

Representatives from the participating laboratory systems met to develop the funding needs and the implementation goals outlined in this solicitation. Participating laboratories identified the need for information technology equipment, automation equipment, additional laboratory equipment, supplies and overtime funds to maximize each laboratory's efficiency and capacity for DNA analysis, reduce no-suspect case backlogs, and increase DNA profile contributions to the State and National databases. It is anticipated that the combination of outsourcing most of the current backlog, in addition to the requested laboratory improvements will allow the State to limit future backlogs.

E. Fulfillment of Solicitation Goals

1. The Florida Department of Law Enforcement and the four county laboratories will adhere to and document their methods to identify the no-suspect cases that are suitable for DNA examination and are most likely to benefit from a match within CODIS.
2. Individuals from the laboratory systems represented have met either in person or by telephone to develop the funding needs and the implementation goals outlined in this solicitation.
3. The Florida laboratories have identified equipment and supply needs to improve DNA analysis capabilities for the future.
4. The method for insuring that the vendor laboratories are only charging for the work completed on each case will be outlined in the bid specifications for the private contract laboratories.
5. Whether the analysis is conducted in-house or through a private contractor, all Quality Assurance and Quality Control Standards for Forensic DNA Testing Laboratories which were issued by the FBI Director will be adhered to and the 13 CODIS core loci will be attempted.

Over 1500 no-suspect cases will be identified within Florida that will be outsourced to private vendors. The various bid specifications are being developed and will be based on

the work performed by the private contractor. With the award of the NIJ No-Suspect DNA Grant in FY 2001, the laboratories began to decrease the backlog with the outsourcing of cases. The laboratories will continue to further reduce the backlog and identify additional no-suspect cases with the request for additional outsourcing money. Eight of the nine laboratories use the same DNA technology and have therefore agreed to work cooperatively in choosing vendors for outsourcing. FDLE will be the conduit for those cases.

The nine laboratories within the state have already begun reviewing cases to ensure that only cases that require analysis and are the most likely to yield DNA results are sent to the private contractor. Based on statutes of limitations for various crimes, backlogged cases are being compared with offense dates to determine those that will be outsourced to private laboratories under this solicitation. This evaluation will ensure the cases are eligible to be prosecuted if the case matches to an offender in the database.

F. PROPOSED PROJECT

1. Overview

The state of Florida has approximately 16 million residents and over 70 million visitors each year. Crime is the number one concern for the State, and it is for this reason Florida has been so innovative and aggressive in its efforts to fight crime. The DNA technology revolution is no exception. In 1987 Florida became the first state in the nation to admit RFLP DNA results into a court of law. A few years later, the 1989 Florida Legislature established by law the Convicted Offender DNA Database. The caseworking laboratories

initially started with the RFLP technology and as techniques became more sensitive, laboratories added to their service the early PCR techniques, DQA1 and Polymarker. These early PCR techniques allowed analysis on cases, which previously had insufficient sample using the RFLP method. Unfortunately, these early PCR techniques were not very powerful in their abilities to discriminate individuals and were not suitable for databanking. Currently, the entire state is using the STR DNA testing procedure, which combines the discrimination power of RFLP and the sensitivity of the PCR technique. This methodology also enables the testing of an ever increasing number and variety of samples. The State of Florida Convicted Offender DNA Database converted its entire RFLP database to the STR technology and now has over 100,000 STR records, and aids on the average, five investigations per week. The number of matches to the database continues to grow each year as the number of both convicted offenders and forensic samples in the database increases. Of the no-suspect cases that are currently being worked and searched against CODIS, a hit or resolution rate of up to 50% is being realized by some of the state's laboratories. This funding will allow the state laboratories to increase the number of casework profiles in the system and assist in solving more crimes by recidivistic individuals.

The success Florida has enjoyed with the DNA revolution has also caused new concerns that need to be addressed. Due to the increased sensitivity of the procedures and the ability to search a large offender DNA database, investigators are able to solve more cases. As a result, the number of cases being submitted has increased the backlog. The

ability to work backlogged cases is hindered by the sheer number of cases with known suspects that are being submitted and the court testimony required on these cases. Additionally, the 2001 Legislative session passed Post Conviction DNA Testing legislation that further increases the volume of DNA submissions. This new legislation provides a mechanism for convicted individuals to request DNA testing on their case, if results of this testing would have changed the outcome of their conviction. This legislation could have significant impact on the caseload of the DNA laboratories statewide.

Also the Florida Legislature has passed legislation requiring the collection of biological samples for DNA analysis and inclusion in the Offender Database from all persons convicted of felonies by the year 2005. Because of the success of the Florida DNA Offender Database and the inclusion of more qualifying offenses it is anticipated that the workload for DNA will rise in all crime laboratories in the state.

This grant application will use 42% of the requested funds to contract out over 1500 no-suspect cases statewide. This outsourcing will provide an immediate benefit to law enforcement and the citizens of Florida and will supplement those cases already outsourced from the NIJ No-suspect Grant for FY 2001. The remaining 58% of the requested funding will be used to continue to improve the infrastructure of the state and local crime laboratories and increase their capacity to work no-suspect DNA cases in the future. The improvements to the infrastructure will consist of building information technology capabilities, improving and increasing the number of instruments used to

analyze the DNA data and purchasing automated equipment to increase the efficiency in the DNA analysis process.

2. Specific Steps in the Project

a. Narrative

Representatives from the Florida Department of Law Enforcement, Palm Beach, Broward, Miami-Dade and Indian River laboratories have met either in person or by conference call to discuss the usage of this funding if it is awarded. Each laboratory has identified the no-suspect cases to be screened and prepared for contract DNA analysis. Criteria have been developed to select the cases that could most likely benefit from DNA analysis and subsequent entry into CODIS. The laboratories will determine, either by written or verbal contact with the contributing agency or the state attorney's office, that the cases meet the following criteria:

1. The cases are true no-suspect cases
2. Statute of limitations has not expired
 - All homicide cases are eligible
 - All eligible sexual assaults
 - Offense dates for burglary 1999 or later
3. Biological evidence most likely exists
4. Necessary standards are available

Some laboratories will screen the evidence for the presence of biological material prior to sending a case to the contract laboratory. Other laboratories will send the evidence directly to the contract laboratory for both screening and DNA testing. In

all cases, the fee from the vendor will be based on the level of work performed on the case.

Based on the number of no-suspect cases to be analyzed and due to state and county purchasing rules, there may be more than one private contractor used. The state and local laboratories are in the process of developing bid specifications that meet their laboratories' needs and comply with this grant solicitation's requirements. The Florida Department of Law Enforcement has offered to allow county laboratories to submit their cases to FDLE for outsourcing so they will not need to go through a lengthy bid process. Eight of the nine laboratories, those using the same technology as FDLE, will participate. This cooperative effort will allow coordination of quality control and inspections and should result in a more favorable contract price. The ninth laboratory, Palm Beach County, will bid it's own contracts.

The equipment, software and supplies will be purchased as soon as the funds are available, adhering to the purchasing rules of the agency involved.

b. Flowchart

Based on the award date for the grant funds of March 1, 2003 and a grant period of one year after the award date, the following are the estimated time frames to accomplish each step of the process.

March 1, 2003	All cases identified as candidates for testing
	Bid specifications written and advertised
June 1, 2003	Case evidence prepared for shipment to vendor for analysis

September 1, 2003	All equipment ordered
November 1, 2003	All cases returned from vendor
March 1, 2004	All funds expended

Throughout the contract period, the vendor will return results, and each laboratory will review the data and enter the DNA profiles into CODIS within a month of receipt from the vendor.

3. Project Deliverables

Listed below are the laboratory system and the number of no-suspect cases that will be contracted out for DNA analysis if the grant is awarded. These numbers are estimates and based on the awarded bid price these numbers could increase or decrease slightly.

Florida Department of Law Enforcement	500
Miami-Dade Police Department	400
Broward County Sheriff's Office	365
Palm Beach County Sheriff's Office	291
Indian River Crime Laboratory	80
Total	1,663

Vendors will be instructed to return results as soon as possible so the laboratories will have time to review the results and enter them into CODIS.

G. FULFILLMENT OF SOLICITATION OBJECTIVES AND REQUIREMENTS

7. Plan for the Identification and Prioritization of Cases.

The no-suspect cases identified will be screened. Every effort will be made to select cases that will most benefit from DNA analysis and can be entered into CODIS.

All no-suspect cases submitted within the time period specified for the particular offense will be reviewed. All homicides regardless of offense date will be eligible. No-suspect sexual assault cases qualified within Florida's statute of limitations will be pulled for review. Burglary cases with an offense date of 1999 or later will also be considered for this project. These dates were selected based on the state's statute of limitations for each offense. Selecting cases from these date ranges will ensure the case will be eligible for prosecution.

Cases that meet the initial screening criteria will be reviewed to maximize the likelihood that a DNA result will provide probative evidence for the investigator and that the cases are truly no-suspect cases. In addition, each laboratory will make every effort to limit the number of specimens that require testing to those that would be most probative. Depending on the circumstances or age of the case, these criteria can be met by reviewing the information submitted with the case or by contacting the submitting agency to determine the status of the investigation. Only active investigations will be considered.

During the case review process the laboratories will confirm that appropriate standards are available, (i.e. victim, elimination knowns) and priority will be given to the cases that are most likely to yield a "clean profile". For instance, in the case of a sexual assault, priority will be given to cases where the victim had not had consensual sexual intercourse within 72 hours of the attack. This can be determined from the sexual assault medical report or consultation with the investigator.

In the prioritization process every effort will be made to submit cases that have biological evidence. Many of the laboratories have already retained specimen cuttings of known biological material from no-suspect cases. Some laboratories will perform a presumptive test for blood or semen assuring a strong likelihood of a viable biological specimen for DNA testing. Other laboratories will outsource the entire case with the understanding that grant funds will only pay for the level of testing the private contractor will perform.

8. Cooperation and collaboration among state agencies:

a. Narrative

Florida's state and local crime laboratories have a long history of cooperation on issues concerning the delivery of forensic services. In addition to the informal cooperation that exists, there is also a more formal body that facilitates forensic efforts in the state. The Florida Crime Laboratory Council and the Forensic Advisory Committee have worked together for years to improve the quality of forensic science services on a local, state and national level.

The Florida Crime Laboratory Council provides advice and recommendations to FDLE to ensure fiscal accountability of state funding and to promote coordination and cooperation between the statewide forensic laboratories. As a standing body of the Crime Laboratory Council, the Forensic Advisory Committee is comprised of all the crime laboratory directors within the state; this group has recommended joint training efforts on many occasions in many forensic disciplines including DNA analysis. This group has sponsored six DNA training sessions over the last ten years. These training sessions are well attended by forensic laboratories around the country.

Representatives from the Florida Department of Law Enforcement, Indian River, Palm Beach County, Broward County and Miami-Dade County crime laboratories have met either in person or by telephone to discuss the plan for this solicitation. All representatives agreed that funding should be used for contracting out no-suspect cases to further reduce the backlog of cases begun with the award of the NIJ No-Suspect grant FY2001. This continued funding will provide a benefit in the form of quickly solved cases and the prompt apprehension of violent criminals. The majority of the funds requested will be used to further enhance the capabilities and capacities of the crime laboratories in their efforts to process DNA cases. The crime laboratories want to ensure that their ability to quickly and efficiently analyze current and future case submissions can be supported through improvements in their infrastructure.

b. Laboratory Participation Report

All five State laboratories as well as all four county laboratories (Broward, Indian River, Miami-Dade, and Palm Beach) will be participating in this project. See attached chart

LABORATORY PARTICIPATION REPORT

(Section 4.D.2.b)

State Name: Florida

Total Number of Public DNA Laboratories in the State: 9

Laboratory Name and Location	Participating (yes/no)	Identification/Prioritization	Biological Screening	DNA Extraction	DNA Amplification	Generation of DNA Profiles	Analysis of DNA Profiles	Interpretation of DNA Profiles	Enter Profiles into CODIS	Comments
FDLE – Tallahassee	Y	X	X	X/OS	OS	OS	OS	X/OS	X	All FDLE labs will prioritize and prescreen no-suspect cases. Some labs already have extracted DNA that has been preserved for future testing, however no identified cases will be outsourced for DNA extraction, amplification, generation, and analysis of DNA profiles
FDLE – Tampa	Y	X	X	X/OS	OS	OS	OS	X/OS	X	

FDLE – Orlando	Y	X	X	X/O/S	OS	OS	OS	OS	OS	X/O/S	X	
FDLE – Pensacola	Y	X	X	X/O/S	OS	OS	OS	OS	OS	X/O/S	X	
FDLE – Jacksonville	Y	X	X	X/O/S	OS	OS	OS	OS	OS	X/O/S	X	
Broward County	Y	X	X	X/O/S	X	Broward County will be both outsourcing and analyzing no-suspect cases in house.						
Indian River County	Y	X	X/O/S	OS	OS	OS	OS	OS	OS	X/O/S	X	
Miami-Dade County	Y	X	X	X/O/S	X	Miami-Dade County will be both outsourcing and analyzing no-suspect cases in house.						
Palm Beach County	Y	X	X/O/S	X	Palm Beach County will be both outsourcing and analyzing no-suspect cases in house.							

9. Enhancement of State's Infrastructure

As a result of the collaborative planning sessions for this solicitation all state and local laboratories identified the equipment or information technology needs that would increase their individual laboratory's ability to work no-suspect cases in the future. The FDLE laboratories, Indian River and Miami-Dade laboratories would like to purchase automated workstations to assist in the DNA analysis process. These workstations will be used for the extraction of DNA from casework samples and will supplement automated equipment purchased with funds obtained from the FY2001 No-Suspect grant. The FDLE's Convicted Offender DNA Database has offered its assistance to any laboratory within the state in programming the automated workstations or assisting in testing of new protocols. In addition, the laboratories will share information in order to streamline the validation process.

Other needs consist of additional pieces of scientific equipment to increase output capabilities. Florida was one of the first states to be networked with CODIS so there are informational technology needs that need to be addressed to improve CODIS functionality and improve a laboratory's ability to review data. New computer equipment will allow for the entry of an increased number of DNA profiles, as well as facilitate CODIS searches and CODIS upload tasks. Implementation of document management systems will increase the efficiency of data review and decrease the turnaround time for each no suspect case, as well as accelerate overall case throughput.

10. Cost Effective DNA Testing

The cost of processing the no-suspect case evidence will be based on the type and number of samples sent to the private contractor. The laboratories will make every effort to streamline the process for the private contractor so as not to cause any unnecessary cost increase per sample.

- a. The liquid bloods will be sent in dried form to the private contractor.
- b. The majority of the cases sent from the various laboratories will have been pre-screened using presumptive and confirmatory tests.
- c. In the situation of a larger case, the investigator will be consulted to try and determine which items of evidence will be most probative.
- d. All standards will be available to make data interpretation easier.
- e. Cases most likely to produce a single source profile will receive priority.

11. Quality Results

The laboratories will require quality results from the contract vendors. In order to ensure that quality analysis has been conducted, a qualified DNA analyst will:

- a. Review all case profiles submitted from the contract vendor.
- b. Submit a minimum of 1% and no more than 5% blind case samples for analysis.
- c. Will conduct a review of the data to ensure that the vendor has met the level of quality for that laboratory and that it meets the NDIS Acceptance of DNA Data requirements. This review will be performed before the data is entered into CODIS.
- d. Will ensure that all thirteen CODIS loci were attempted.

12. Identification and Monitoring of Outsourcing Laboratories

Prior to selecting a contract laboratory the following criteria will be required to ensure the laboratory is qualified to perform the analysis:

- a. Have either a Certificate of Accreditation from the National Forensic Science Technology Center (NFSTC) or Accreditation from the American Society of Crime Laboratory Directors (ASCLD) for Compliance with the Quality Assurance Standards for Forensic DNA Testing Laboratories issued by the Director of the FBI.
- b. Adhere to the current Quality Assurance Standards for Forensic DNA Testing Laboratories issued by the Director of the FBI, documented by a FBI DNA Quality Audit for the year.
- c. Ensure that all proper controls are run with all gel files and that their procedural manual states this.
- d. Have a Technical Leader on-site.
- e. When appropriate, have the technical ability to screen and confirm for the presence of blood and semen. In addition, have personnel that are trained in large item screening techniques.
- f. Can provide quality data for all thirteen loci in the approved DNA kits accepted by the FBI and required by the local laboratory.
- g. Agree to be paid only for work rendered.
- h. Allow a site visit by contracting laboratory. If multiple laboratories in the state use the same private contractor a site visit could be combined in one trip.

- i. Time frames will be established as to when the evidence and the data are to be returned from the date the case was shipped.
- j. The format of the data will be agreed upon before a case is shipped to the contractor and should be addressed in the bid specifications.

SECTION 6

Privacy Certificate

No research will be conducted as part of this project. All information obtained during this project will be governed by the DNA Identification Act of 1994.

PRIVACY CERTIFICATE

(Sample Format)

Grantee, Florida Dept. of Law Enforcement, certifies that data *identifiable to a private person*¹ will not be used or revealed, except as authorized in 28 CFR Part 22, Sections 22.21 & 22.22.

Grantee certifies that access to the data will be limited to those employees having a need for such data and that such employees shall be advised of and agree in writing to comply with the regulations in 28 CFR Part 22.

Grantee certifies that all contractors, subcontractors, and consultants requiring access to identifiable data will agree, through conditions in their subcontract or consultant agreement, to comply with the requirements of 28 CFR §22.24, regarding information transfer agreements. Grantee also certifies that NIJ will be provided with copies of any and all transfer agreements before they are executed as well as the name and title of the individual(s) with the authority to transfer data.

Grantee certifies that, if applicable, a log will be maintained indicating that (1) identifiable data have been transferred to persons other than employees of NIJ, BJA, BJS, OJJDP, OVC, OJP, or grantee/contractor/subcontractor staff; and (2) such data have been returned or that alternative arrangements have been agreed upon for future maintenance of such data, in accordance with 28 CFR §22.23(b)(6).

Grantee certifies that any private person from whom identifiable information is collected or obtained shall be notified, in accordance with 28 CFR §22.27, that such data will only be used or revealed for research or statistical purposes and that compliance with the request for information is not mandatory and participation in the project may be terminated at any time. In addition, grantee certifies that where findings in a project cannot, by virtue of sample size or uniqueness of subject, be expected to totally conceal the identity of an individual, such individual shall be so advised.

Grantee certifies that project plans will be designed to preserve the confidentiality of private persons to whom information relates, including where appropriate, name-stripping, coding of data, or other similar procedures.

¹ Please include the name of the Principal Investigator(s) for this project as well as the name of the person representing the institution receiving the grant funds.

² *Information identifiable to a private person* is defined in 28 CFR §22.2(c) as "information which either--(1) is labeled by name or other personal identifiers, or (2) can, by virtue of sample size or other factors, be reasonably interpreted as referring to a particular person."

Grantee certifies that copies of all questionnaires that have already been designed for use in the project are attached to this Privacy Certificate. Grantee also certifies that any questionnaires developed during the project period will be provided to NIJ at the end of the project.

Grantee certifies that project findings and reports prepared for dissemination will not contain information which can reasonably be expected to be identifiable to a private person, except as authorized by 28 CFR §22.22.

Grantee certifies that adequate precautions will be taken to ensure administrative and physical security of identifiable data and to preserve the confidentiality of the personally identifiable information.

Grantee certifies that all project personnel, including subcontractors, have been advised of and have agreed, in writing, to comply with all procedures to protect privacy and the confidentiality of personally identifiable information.

To comply with the regulations in 28 CFR Part 22, the following safeguards are incorporated into the grant application.

Brief Description of Project:

NFSIA
Paul Coverdell National Forensic Science's
Improvement Act Grants

Procedures to notify subjects, as required by 28 CFR §22.23(b)(4) or, if notification is to be waived, pursuant to 28 CFR §22.27(c), please provide a justification:

N/A

Procedures developed to preserve the confidentiality of personally identifiable information, as required by 28 CFR §22.23(f)(7):

N/A

Justification for the collection and/or maintenance of any data in identifiable form, if applicable:

N/A

Procedures for data storage, as required by 28 CFR §22.23(b)(5):

N/A

Description of any institutional limitations or restrictions on the transfer of data in identifiable form, if applicable:

N/A

Name and title of individual with the authority to transfer data:

N/A

Procedures to insure the physical and administrative security of data, as required by 28 CFR §22.25(b), including, if applicable, a description of those procedures used to secure a name index:

N/A

Procedures for the final disposition of data, as required by 28 CFR §22.25:

N/A

Name and title of individual authorized to determine the final disposition of data:

Access to data is restricted to the following individuals, as required by 28 CFR §22.23(b)(2):

Principal Investigator (s) Suzanne H. Livingston
Forensic Services Director

Project Staff Suzanne H. Livingston
Forensic Services Director

Contractors, Subcontractors and/or consultants _____
N/A

Grantee certifies that the procedures described above are correct and shall be carried out.

Grantee certifies that the project will be conducted in accordance with all the requirements of the Omnibus Crime Control and Safe Streets Act of 1968 as amended and the regulations contained in 28 CFR Part 22.

Grantee certifies that NIJ shall be notified of any material change in any of the information provided in this Privacy Certificate.

Signature (s): [Handwritten Signature] (Principal Investigator)

(Principal Investigator)
(Institutional Representative)

Date: 10/30/07

**Protection of Human Subjects
 Assurance Identification/Certification/Declaration
 (Common Federal Rule)**

Policy: Research Activities involving human subjects may not be conducted or supported by the Departments or Agencies adopting the Common Rule (56 CFR28003, June 18, 1991) unless the activities are exempt from or approved in accordance with the common rule. See Section 101(b) of the common rule for exceptions. Institutions submitting applications or proposals for support must submit certification or appropriate Institutional Review Board (IRB) review and approval to the Department or Agency in accordance with the common rule.

Institutions with an assurance of compliance that covers the research to be conducted on file with the Department or Agency, or the Department of Health and Human Services (HHS) should submit certification of IRB review and approval with each application or proposal unless otherwise advised by the Department or Agency. Institutions which do not have such an assurance must submit an assurance and certification of IRB review and approval within 30 days of a written request from the Department or Agency.

1. Request Type <input checked="" type="checkbox"/> Original <input type="checkbox"/> Follow-up <input type="checkbox"/> Exemption	2. Type of Mechanism <input checked="" type="checkbox"/> Grant <input type="checkbox"/> Contract <input type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Fellowship <input type="checkbox"/> Other: _____	3. Name of Federal Department or Agency and, if known, Application or Proposal Identification No. 16.564 National Institute of Justice No-Suspect Casework DNA Backlog Reduction Program
--	---	---

4. Title of Application or Activity No-Suspect Casework Backlog Reduction	5. Name of Principal Investigator, Program Director, Fellow, or Other Suzanne Livingston
---	--

6. Assurance Status of this Project (Respond to one of the following):

This Assurance on file with the Department of Health and Human Services, covers this activity:
 Assurance identification no. M—_____ IRB identification no. _____

This Assurance, on file with (agency/dept) _____, covers this activity.
 Assurance identification no. M—_____ IRB identification no. _____

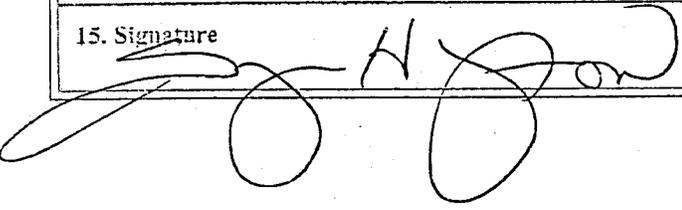
No Assurance has been filed for this project. This institution declares it will provide an Assurance and Certification of IRB review and approval upon request.

Exemption Status: Human Subjects are involved, but this activity qualifies for exemption under Section 101(b), paragraph _____.

7. Certification of IRB Review (Respond to one of the following if you have an Assurance on file)

This activity has been reviewed and approved by the IRB in accordance with the common rule and any other governing regulations or subparts on (date) _____ by: _____ Full IRB Review OR _____ Expedited Review

This activity contains multiple projects, some of which have not been reviewed. The IRB has granted approval on condition that all projects covered by the common rule will be reviewed and approved before they are initiated and that appropriate further certification will be submitted.

8. Comments No research will be conducted on human subjects as part of this project	
9. The Official signing below certifies that the information provided above is correct and that, as required, future reviews will be performed and certification will be provided.	10. Name and Address of Institution Florida Department of Law Enforcement 2331 Phillips Road Tallahassee, Florida 32302
11. Phone No. (with area code) 850-410-8340	12. Fax No. (with area code) 850-4188-8213
13. Name of Official Suzanne Livingston	14. Title Forensic Science Director
15. Signature 	16. Date 9/10/02

OPTIONAL FORM 310 (Rev. 1/98)
Sponsored by HHS/NIH

SECTION 7

Curriculum Vitae
Suzanne H. Livingston

Education: 1977 Bachelor of Science Degree from the University of Miami
Major: Biology and Chemistry

Experience: 2001 to Present – Chief Forensic Scientist
Florida Department of Law Enforcement, Criminal Investigations and
Forensics Program. Director and Quality Manager for the Florida
Department of Law Enforcement Crime Laboratory System

1999 to 2001 – Chief of Forensic Services
Florida Department of Law Enforcement, Tallahassee Regional
Operations Center. Director of the Tallahassee Regional Crime
Laboratory

1994 to 1999 - Crime Laboratory Analyst Supervisor
Florida Department of Law Enforcement, Tallahassee
Regional Crime Laboratory. Supervise the Serology/DNA
and Hair Examination Sections of the Laboratory and
perform casework in Serology, PCR and RFLP DNA.

1985 - 1994 - Senior Crime Laboratory Analyst, Serology
Section, Florida Department of Law Enforcement,
Tallahassee Regional Crime Laboratory. Examined
evidence for body fluids and performed antigenic,
electrophoretic and genetic testing including PCR DNA.
Trained new serologists.

1979 - 1985 - Crime Laboratory Analyst, Serology Section,
Florida Department of Law Enforcement, Tallahassee
Regional Crime Laboratory. Examined evidence for body
fluids and performed antigenic, and electrophoretic testing.

1978 - 1979 - Crime Laboratory Technician, Florida
Department of Law Enforcement, Sanford Regional Crime
Laboratory. Received evidence into the laboratory system
and assisted analysts in the examination of evidence in each
section of the laboratory.

Specialized Training:

FDLE: Forensic Serology Training 1979 - 1980
Commission on Police Officer Standards and Training
Commission: Forensic Serology and Trace Evidence
Symposium, 1979
FBI: Biochemical Methods in Bloodstain Analysis, 1981
FDLE: Serology Seminar, 1983
SERI: Sequential Analysis of Semen, 1984

Statutory Assurance

Pursuant to the provisions of 42 U.S.C. 3796kk-2, the applicant certifies that:

1. DNA analyses performed at the laboratory will satisfy or exceed the current standards for a Quality Assurance Program for DNA analysis issued by the Director of the Federal Bureau of Investigation under Section 14131 of Title 42 United States Code.
2. DNA samples obtained by and DNA analyses performed at the laboratory shall be made available only—
 - A. to criminal justice agencies for law enforcement identification purposes;
 - B. in judicial proceedings, if otherwise admissible pursuant to applicable statutes or rules;
 - C. for criminal defense purposes, to a defendant, who shall have access to samples and analyses performed in connection with the case in which the defendant is charged; or
 - D. if allowed by State statute, when personally identifiable information is removed, for a population statistics database, for identification research and protocol development purposes, or for quality control purposes;
3. And the laboratory and each analyst performing DNA analyses at the laboratory shall undergo semiannual external proficiency testing by a DNA proficiency testing program that meets the standards issued under 42 U.S.C. 14131, Quality Assurance and Proficiency Testing Standards.

Pursuant to the eligibility requirements of the DNA Analysis Backlog Elimination Act of 2000, the applicant certifies that:

4. the State will implement not later than 120 days after the date of application, a comprehensive plan for the expeditious DNA analysis of samples in accordance with Section 2 of the Act.
5. each DNA analysis carried out under the *No Suspect Casework DNA Backlog Reduction Program (FY2003)* shall be maintained pursuant to the privacy requirements described in section 210304(b)(3) of the Violent Crime Control and Law Enforcement Act of 1994 (42 U.S.C. 14132(b)(3));
6. the State has determined by statute, rule or regulation, those offenses under State law that shall be treated for purposes of Section 2 of the Act as qualifying State offenses;
7. No dollars of this grant amount will be used for processing/DNA analysis of convicted offender samples.
8. The Budget Narrative clearly identifies the funds requested for no suspect casework.
9. The Budget Narrative clearly identifies the funds requested for increasing the capacity (e.g. equipment, training) of the laboratories owned by the State or by units of local government within the State to carry out processing/DNA analyses of samples from no suspect casework.

James T. Moore

Certifying Official

Signature

Commissioner

Title

Date

9-10-02

Specialized Training: (continued)

FDLE: Forensic Serology Seminar, 1986
FBI: International Symposium on the Forensic Applications
of Immunology, 1986
Metropolitan Police Institute: Physical Evidence and Crime
Scene Reconstruction, 1986
FDLE: Isoelectric Focusing, 1988
Criminal Justice Training Academy: Forensic Application of
DNA in Serological Examinations, 1989
FDLE: Population Genetics and DNA Courtroom Testimony,
1991
Florida Criminal Justice Executive Institute: Advanced
Serology Seminar: Population Genetics, 1992
Roche Molecular Systems: Forensic Amplitype PCR
Amplification and Typing Workshop, 1993
Florida Crime Laboratory Council: Florida DNA Session II:
PCR Applications, 1993
FSU: Molecular and Cellular Biology, 1996
PEBiosystems: Advanced AmpFISTR and ABI Prism 310 Genetic
Analyzer: 1999

Testimony Experience:

Qualified to give expert testimony in the field of Forensic Serology over
200 times in the State of Florida in the 1st, 2nd, 3rd, 4th, 5th, 6th, 8th,
10th, 11th, 13th, 14th, 17th and 20th Judicial Circuits and in Federal
Court.

Professional Associations:

Southern Association of Forensic Scientists
American Academy of Forensic Sciences

Publications:

*Analysis of HLA DQ α Allele and Genotype Frequencies in
Populations from Florida.* Journal of Forensic Sciences
Volume 39, Number 3; May 1994

Training Experience:

Trained Crime Laboratory Personnel in Forensic Serology
and DNA
Trained Law Enforcement Personnel on the Collection and
Preservation of Serological Evidence
Trained Medical Personnel on the Collection of Evidence
from Victims of Sexual Assault
Trained Legal Personnel on Serological Evidence and DNA
Evidence and Technology.
Trained Victim Advocates on Importance of Evidence
Collection from Victims of Sexual Assault.

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