

# MEMORANDUM

Agenda Item No. 8(I)(1)

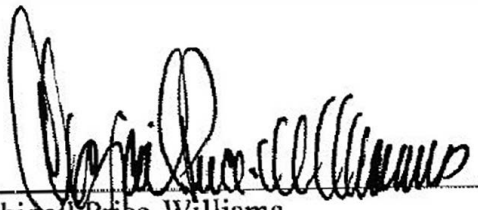
**TO:** Honorable Chairwoman Audrey M. Edmonson  
and Members, Board of County Commissioners

**DATE:** May 5, 2020

**FROM:** Abigail Price-Williams  
County Attorney

**SUBJECT:** Resolution retroactively authorizing the County Mayor's action to apply for, receive, and expend grant funds in the amount of \$543,700.00 from the United States Department of Justice, Office of Justice Programs, Office for Victims of Crime, and Bureau of Justice Assistance for Fiscal Year 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking; authorizing the County Mayor to execute amendments to the grant application; authorizing the County Mayor to apply for, receive, and expend any additional grant funds that may become available under this program; authorizing the County Mayor to execute such contracts, agreements, memoranda of understanding, and amendments as may be required by program guidelines, and to exercise any termination and modification clauses contained therein

The accompanying resolution was prepared by the Miami-Dade Police Department and placed on the agenda at the request of Prime Sponsor Commissioner Joe A. Martinez.

  
Abigail Price-Williams  
County Attorney

APW/lmp



**MEMORANDUM**  
(Revised)

**TO:** Honorable Chairwoman Audrey M. Edmonson  
and Members, Board of County Commissioners

**DATE:** May 5, 2020

**FROM:** Abigail Price-Williams  
County Attorney

**SUBJECT:** Agenda Item No. 8(I)(1)

Please note any items checked.

- "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
- Statement of social equity required
- Ordinance creating a new board requires detailed County Mayor's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's present \_\_\_\_, 2/3 membership \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_, CDMP 7 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, CDMP 2/3 vote requirement per 2-116.1(3)(h) or (4)(c) \_\_\_\_, or CDMP 9 vote requirement per 2-116.1(4)(c)(2) \_\_\_\_ ) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 8(I)(1)  
5-5-20

RESOLUTION NO. \_\_\_\_\_

RESOLUTION RETROACTIVELY AUTHORIZING THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE'S ACTION IN APPLYING FOR, RECEIVING, AND EXPENDING GRANT FUNDS IN THE AMOUNT OF \$534,700.00 FROM THE UNITED STATES DEPARTMENT OF JUSTICE, OFFICE OF JUSTICE PROGRAMS, BUREAU OF JUSTICE ASSISTANCE FOR FISCAL YEAR 2018 ENHANCED COLLABORATIVE MODEL TASK FORCE TO COMBAT HUMAN TRAFFICKING PROGRAM; AUTHORIZING THE COUNTY MAYOR OR THE COUNTY MAYOR'S DESIGNEE TO EXECUTE AMENDMENTS TO THE GRANT APPLICATION, TO APPLY FOR, RECEIVE, AND EXPEND ANY ADDITIONAL GRANT FUNDS THAT MAY BECOME AVAILABLE UNDER THIS PROGRAM, TO EXECUTE THE MEMORANDUM OF UNDERSTANDING BETWEEN MIAMI-DADE COUNTY AND FLORIDA INTERNATIONAL UNIVERSITY BOARD OF TRUSTEES FOR HUMAN TRAFFICKING PROGRAM EVALUATION, TO EXECUTE ANY OTHER SUCH CONTRACTS, AGREEMENTS, MEMORANDA OF UNDERSTANDING, AND AMENDMENTS AS MAY BE REQUIRED BY PROGRAM GUIDELINES, AND TO EXERCISE ANY TERMINATION AND MODIFICATION CLAUSES CONTAINED THEREIN

**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 retroactively authorizes the County Mayor or the County Mayor's designee's action in applying for, receiving, and expending \$534,700.00 from the Fiscal Year 2018 Enhanced Collaborative Model to Combat Human Trafficking Program from the United States Department of Justice, Office of Justice Programs, Bureau of Justice Assistance. This Board further authorizes the County Mayor or

County Mayor's designee to execute any amendments to the grant application for and on behalf of Miami-Dade County, to apply for, receive, and expend any additional grant funds that may become available under this program, to execute the Memorandum of Understanding between Miami-Dade County and Florida International University Board of Trustees for Human Trafficking Program Evaluation, in substantially the form attached hereto and incorporated herein by reference, to execute any other such contracts, agreements, memoranda of understanding, and amendments as may be required by program guidelines, after review by the County Attorney's Office for form and legal sufficiency, and to exercise termination and modification clauses of any such contracts, after review by the County Attorney's Office for form and legal sufficiency.

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:

Audrey M. Edmonson, Chairwoman

Rebeca Sosa, Vice Chairwoman

Esteban L. Bovo, Jr.

Jose "Pepe" Diaz

Eileen Higgins

Joe A. Martinez

Dennis C. Moss

Xavier L. Suarez

Daniella Levine Cava

Sally A. Heyman

Barbara J. Jordan

Jean Monestime

Sen. Javier D. Souto

The Chairperson thereupon declared this resolution duly passed and adopted this 5<sup>th</sup> day of May, 2020. This resolution shall become effective upon the earlier of (1) 10 days after the date of its adoption unless vetoed by the County Mayor, and if vetoed, shall become effective only upon an override by this Board, or (2) approval by the County Mayor of this resolution and the filing of this approval with the Clerk of the Board.

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

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

Anita Viciano Zapata



**MEMORANDUM OF UNDERSTANDING  
BETWEEN MIAMI-DADE COUNTY AND  
THE FLORIDA INTERNATIONAL UNIVERSITY  
BOARD OF TRUSTEES  
FOR HUMAN TRAFFICKING PROGRAM EVALUATION**

This Memorandum of Understanding (Agreement) is entered into by and between Miami-Dade County (County), a political subdivision of the State of Florida, through its police department, the Miami-Dade Police Department (MDPD); and The Florida International University Board of Trustees on behalf of the Robert Stempel College of Public Health and Social Work, with Nicole Fava, PhD, MSW as FIU's principal investigator for the project which the subject of this Agreement (Researcher), as the lead program evaluator, and hereinafter the County, IRC, and the Researcher shall be referred to collectively as the Parties and individually as a Party.

**WHEREAS**, the County and the International Rescue Committee (IRC), a non-profit nongovernmental organization providing services to people whose lives and livelihood are shattered by conflict and disaster, submitted a joint grant application to the U.S. Department of Justice in response to the Bureau of Justice Assistance's Fiscal Year 2018 Enhanced Collaborative Model to Combat Human Trafficking Program solicitation in the amount of \$1.2 million with major deliverables to: expand task force partners; train partners on victim identification; investigate tips from community partners; conduct collaborative, proactive investigations; identify human trafficking victims; work with an evaluator to conduct a program evaluation; deploy countywide outreach strategies; offer comprehensive restorative services to victims of human trafficking; and develop a task force sustainability plan; and

**WHEREAS**, this grant-funded Human Trafficking Program (Program) includes an independent evaluation to evaluate the effectiveness of the Program; and

**WHEREAS**, the Program materials specifically name the Researcher as the program evaluator; and

**WHEREAS**, the County, IRC, and the Researcher desire to work together for the benefit of the community and the U.S. Department of Justice to evaluate and report the effectiveness of this critical initiative which will serve to impact the serious issue of human trafficking in Miami-Dade County and contribute to the body of work of best practices in human trafficking with regard to investigations and services to victims of human trafficking; and

**NOW, THEREFORE, BE IT KNOWN** that the County, IRC, and the Researcher, in consideration for mutual promises and covenants contained herein, agree to fully and faithfully abide by and be bound by the following terms and conditions:

**1. PURPOSE**

The Researcher shall conduct an independent evaluation to evaluate the effectiveness of the Program. The full scope of this program evaluation is to: establish and sustain effective task force leadership and structure; increase the capacity of law enforcement officers, service providers, and other stakeholders in the community to identify and respond to human trafficking victims through training and public awareness; conduct proactive investigations of sex trafficking and labor trafficking with the goal of successful prosecution at the federal or state level; provide high quality comprehensive services for victims of human trafficking; and develop plans for the data; and develop a process for sharing the data with task force members as well as develop and implement a plan for evaluating the effectiveness of the task force ability to meet its goals and objectives. The evaluation will be conducted consistent with the awarded grant and as detailed in this Agreement and the incorporated Attachments, which are Attachment 1: Grant Agreement Miami-Dade County; Attachment 2: Grant Agreement International Rescue Committee; Attachment 3: Reimbursement Request; Attachment 4: Project Timeline and Budget; and Attachment 5: Project Deliverables.

## **2. RESPONSIBILITIES OF THE RESEARCHER**

The Researcher agrees to:

- A. Perform and comply with all duties as detailed in this Agreement, including Attachments 1,2,3,4, and 5, contained herein (the "Scope of Work"), consistent with the grant awarded to the County and the IRC to implement the Program funded by the U.S. Department of Justice. The County has designated the Miami-Dade Police Department as the County entity to implement this grant funded initiative.
- B. Meet regularly and as scheduled by the IRC and MDPD to review the progress of the evaluation.
- C. Provide the County and the IRC with consultation such as guidance, feedback, and/or professional insight which may relate to the effectiveness of this Program.
- D. Provide Deliverable Reports in accordance with Attachment 5, Project Deliverables.
- E. Submit quarterly reimbursement requests, for amounts up to those provided in Attachment 4: Project Timeline and Budget.
- F. Accept amendments to this MOU as may be necessary in accordance with U.S. Department of Justice requirements and/or the County and the IRC, subject to Researcher's right to terminate the Agreement.
- G. Use best efforts to (a) fulfill the duties and responsibilities set forth in this Agreement; (b) timely perform the Scope of Work; and (c) promptly inform the MDPD and IRC of any possible revisions, changes, modifications and/or deviation from the Scope of Work or any cause which may render Researcher unable to perform the Scope of Work. For purposes of clarification, and aforementioned revision, change, modification and/or deviation from the Scope of Work shall be subject to prior written approval by the MDPD and IRC.
- H. Researcher will determine the method, details and means of performing the Scope of Work, in accordance with the terms and conditions set forth herein.



- I. Use funding provided by the MDPD and IRC pursuant to this Agreement, use any employees or sub-contractors as Researcher deems necessary to perform the Scope of Work. Neither the MDPD nor the IRC shall control, direct, or supervise Researcher or Researcher's employees or sub-contractors, if any, in the performance of the Scope of Work. However, Researcher agrees that Researcher and Researcher's employees shall abide by and follow FIU's policies and procedures and Florida law, including without limitation FIU's Anti-Trafficking Policy and Chapter 112, Part III of the Florida Statutes Code of Ethics for Public Officers and Employees.

### **3. RESPONSIBILITIES OF THE COUNTY**

The County, by and through the MDPD, agrees to:

- A. Provide the Researcher with necessary data for analysis related to this evaluation, and any other resources necessary for the Researcher to fulfill the terms of this Agreement;
- B. Provide the Researcher with access to MDPD personnel for the purpose of conducting this evaluation;
- C. Assign a primary point of contact, in writing, to the Researcher to provide data and for consistent communication to further this Program in an efficient manner;
- D. Review submitted reimbursement requests and Deliverable Reports in accordance with Attachments 3, 4, and 5.
- E. Make payment within 30 calendar days after receipt of the reimbursement request, unless there is reason to believe that the request is improper in that the reimbursement request does not meet the requirements of this Agreement and/or the subject of the request is not a part of the work being performed under this MOU. If the request is found to be improper, it will be returned to the Researcher for revision. Upon submission of a revised reimbursement request, a new 30 day calendar period will begin.
- F. As full compensation for the services rendered pursuant to this Agreement, MDPD shall pay Researcher the total sum of forty two thousand US dollars (\$42,000.00) to be paid

within thirty (30) calendar days of MDPD's receipt and approval of Researcher's invoice(s) and successful completion of Researcher's Deliverables to MDPD for each invoice. Researcher acknowledges that MDPD reserves the right to withhold final payment until the Deliverables due to MDPD under the Scope of Work of this Agreement for the final invoice and the final report due to MDPD are received and approved by MDPD. Researcher's invoices should be sent to Sergeant Randall Rossman. Except as set forth in this Agreement, MDPD shall not be liable for Researcher for any expenses paid or incurred by Researcher in connection with the Scope of Work, including travel expenses, unless otherwise agreed in writing by MDPD. Researcher shall be solely liable and responsible for payment of any such expenses.

#### **4. PUBLICATION OF RESEARCH RESULTS**

- A. The MDPD data provided by the MDPD shall at all times remain the property of the County and the Researcher shall not use, reproduce, disseminate, adapt, or transmit in any form or by any means such documents or any part thereof or permit the same to be so used, reproduced, disseminated, adapted, or transmitted as stated or published other than for the intended purposes in this Agreement. For the avoidance of doubt, Researcher is permitted to share the MDPD data with IRC for purposes of this Agreement and the Program.
- B. The IRC data provided by the IRC shall at all times remain the property of the IRC and the Researcher shall not use, reproduce, disseminate, adapt, or transmit in any form or by any means such documents or any part thereof or permit the same to be so used, reproduced, disseminated, adapted, or transmitted as stated or published other than for the purposes in this Agreement. For the avoidance of doubt, Researcher is permitted to share the IRC data with MDPD for purposes of this Agreement and the Program.
- C. Researcher shall be allowed to publish, reproduce, disseminate or transmit any or all of the aggregated data for academic purposes. "Aggregated Data" means MDPD and IRC

data grouped together to the extent that no living individual can be identified from the Aggregated Data or any other data in the possession of, or likely to come in the possession of, any person obtaining the Aggregated Data.

- D. Researcher shall provide any or all Aggregated Data it intends to disseminate to the County via the MDPD and IRC for review at least 90 days prior to submitting such materials for publication. The MDPD and the IRC shall then have 90 days to respond, provide comments, and suggestions, based on the said materials, whereas Researcher agrees to take under full consideration, the comments and suggestions in the disseminated reports.
- E. The Researcher will not publish any report with the MDPD and/or IRC data or evaluation of this Program until such final report has been shown to the MDPD and the IRC 30 days prior to publication. Notwithstanding the foregoing, no delay will be imposed on the filing of any student thesis or dissertation with Researcher as required to meet the student's academic requirements.

##### **5. INDEMNIFICATION**

Each Party to this Agreement agrees to assume responsibility for the acts, omissions, or conduct of such Party's own employees acting within the course and scope of their employment while participating herein and pursuant to this Agreement, subject to the provisions of Section 768.28, Florida Statutes, where applicable. "Assume Responsibility" shall mean incurring any and all costs associated with any suit, action, or claim for damages arising from the performance of this Agreement to the extent permitted by and within the limitations of Fla. Stat. Section 768.28.

In no event shall any party be liable to any other party or any other party's affiliates for any indirect, incidental, special or consequential damages arising from any claim under

this agreement, including, without, any and all such damages from business interruption, loss of profits or revenue, cost of capital or loss of use of any property or capital, whether in contract, tort, strict liability, or negligence, even if informed of the possibility of such damages.

**6. NON-ASSIGNABILITY**

No Party shall assign any of the obligations or benefits of this Agreement without the prior written authorization of the other Parties.

**7. TERM**

This Agreement shall become effective on the date of execution by all Parties, and unless terminated or cancelled on an earlier date, will continue through the period of the grant awarded to Miami-Dade County for this Program, September 30, 2021 and through authorized grant extensions.

**8. NOTICES**

All notices required or permitted under this Agreement shall be in writing and delivered by personal service, mailing the same by United States certified mail, return receipt requested, and postage prepaid, or by a nationally recognized overnight carrier, addressed as follows:

If to the County:                      Juan J. Perez, Director  
Miami-Dade Police Department  
9105 NW 25 Street  
Doral, Florida 33172

With a copy to:                      Sergeant Randall Rossman  
Fiscal Administration Bureau  
Miami-Dade Police Department  
9105 NW 25 Street  
Doral, Florida 33172

If to IRC:                                Mr. J.D. McCrary  
International Rescue Committee  
2305 Parklake Drive NE, Suite 100  
Atlanta, Georgia 30345

With a copy to:                      Regina Bernadin  
Deputy Director  
International Rescue Committee Miami

2400 South Dixie Highway, 2nd Floor  
Miami, FL 33133

If to Researcher: Nicole Fava, PhD, Assistant Professor  
Florida International University  
Robert Stempel College of Public Health & Social Work  
11200 SW 8<sup>th</sup> Street, AHC-5, Room 587  
Miami, Florida 33199

**9. AMENDMENTS**

This Agreement may be amended as may be necessary, including to remain consistent with Program amendments or extensions. Such amendments shall be made in writing and shall be effective only when signed by all Parties.

**10. CANCELLATION**

This Agreement may be cancelled by any Party upon providing ninety days written notice to the other Parties. In the case of Miami-Dade County, the Police Director and County Mayor or the Mayor's designee are authorized to cancel this Agreement. In the case of Researcher, the Assistant Vice President for Research is authorized to cancel this Agreement. In the case of IRC, the Executive Director is authorized to cancel this Agreement.

**11. RELATIONSHIP OF PARTIES**

The Parties agree and acknowledge that Researcher is working as an independent contractor and that Researcher is not and will not become an employee, partner, agent, or principal of MDPD or IRC while this Agreement is in effect. Nothing herein shall be deemed to create a joint venture, partnership, or agency among the Parties and no Party shall have the power to obligate or bind any other Party in any manner whatsoever.

**12. OTHER EMPLOYMENT**

The parties acknowledge that Researcher may, during the Term of this Agreement, be engaged in other business activities and may be engaged in rendering the same or similar services to other companies.

**13. INSURANCE AND BENEFITS**

- A. Researcher agrees and acknowledges that as an independent contractor, Researcher and Researcher's employees are not entitled to any of the rights or benefits afforded to MDPD's or IRC's employees, including, but not limited to disability insurance, unemployment insurance, workers' compensation, business travel accident insurance, emergency evacuation coverage, sick leave or any other employee benefit or insurance. Researcher waives all rights to such benefits, including any right to file a claim for any employee benefits under any applicable federal, state or local law.
- B. Researcher agrees to assume full responsibility and liability for providing, at Researcher's own expense, all applicable professional, liability, medical and other insurance (including unemployment insurance, disability insurance, and workers' compensation) for Researcher and Researcher's employees to perform under this Agreement. By signing this Agreement, Researcher certifies that Researcher has obtained all applicable insurance coverage to perform under this Agreement. Upon request from MDPD and IRC, Researcher agrees to provide evidence of any such insurance.

**14. TAXES**

- A. Neither MDPD nor IRC shall pay or withhold federal, state or local income tax or payroll tax of any kind on behalf of Researcher or Researcher's employees or subcontractors, if any.
- B. Researcher agrees to assume full responsibility and liability for any and all reporting of any Researcher's income as a result of this Agreement, and shall assume full responsibility and liability for the payment of all taxes, assessments, social security benefits and any other taxes incurred as a result of the compensation paid by MDPD or IRC to Researcher for services under this Agreement. Researcher agrees to assume full responsibility and liability for all taxes, assessments and penalties which may be imposed on MDPD or IRC in the event an agency, regulatory body or court of competent

jurisdiction makes a finding, ruling, or judgment that is not an independent contractor.

**15. PROPERTY RIGHTS OF THE PARTIES**

Researcher retains all intellectual property rights associated, created, developed, or arising from its performance under this Agreement. Researcher grants the MDPD and IRC a non-exclusive royalty-free license to use the Deliverables provided by Researcher to each Party under this Agreement solely for the purpose of and only to the extent required by MDPD and IRC to meet its obligations to the U.S. Department of Justice for the Program.

**16. FORCE MAJEURE**

No Party shall lose any rights hereunder or be liable for any failure or delay in performance of any of its obligations hereunder (the "Defaulting Party") if (a) the failure or delay is the result of an act of God (e.g., fire, flood, inclement weather, epidemic, or earthquake); acts of war or terrorism, including chemical or biological warfare; embargo; riots; insurrection or intervention of any government or authority; or any other governmental acts, orders, or restrictions; and (b) the Defaulting Party shall use all reasonable efforts to avoid or remedy such force majeure event to the remaining Parties within two (2) calendar days of the conclusion of such event.

**17. COMPLIANCE WITH LAWS**

This Agreement is subject to all applicable state, federal, county and municipal laws, statutes and regulations, including child labor laws. The Parties shall comply with all applicable laws, statutes and regulations including, but not limited to, export controls, import controls, customs regulations, trade embargos and other trade sanctions and laws governing unlawful boycotts and payments to foreign government officials.

**18. MISCELLANEOUS**

A. *Entire Agreement.* This Agreement supersedes any and all other agreements, either oral or in writing, between the Parties with respect to the subject matter of the Agreement and contains all of the covenants and agreements between the Parties with

respect thereto. The Parties agree and acknowledge that no representation, inducements, promises, or agreements, orally or otherwise, have been made by any Party, or anyone acting on behalf of any Party, which are not embodied herein, and that no other agreement, statement, or promise not contained in this Agreement shall be valid or binding on any Party.

- B. *Counterparts.* This Agreement may be executed in counterparts each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement. A signed copy of this Agreement delivered by facsimile, portable data format or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.



**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be executed by their respective and duly authorized officers on the day and year written below.

AGREED TO AND ACKNOWLEDGED BY:

**MIAMI-DADE COUNTY**

\_\_\_\_\_  
Carlos A. Gimenez, Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Alfredo Ramirez III, Director  
Miami-Dade Police Department

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Harvey Ruvin, County Clerk  
Miami-Dade County, Florida

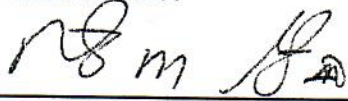
\_\_\_\_\_  
Date

APPROVED AS TO FORM AND LEGAL  
SUFFICIENCY:

\_\_\_\_\_  
Anita Viciano  
Assistant County Attorney  
Miami-Dade County, Florida

\_\_\_\_\_  
Date

RESEARCHER



Robert Gutierrez  
Asst. Vice President for Research

2/11/20  
Date

Read and acknowledged:



Nicole Fava, Ph.D.  
Researcher Principal Investigator

2/4/2020  
Date

**MEMORANDUM OF UNDERSTANDING  
BETWEEN MIAMI-DADE COUNTY AND  
FLORIDA INTERNATIONAL UNIVERSITY RESEARCHER  
FOR HUMAN TRAFFICKING PROGRAM EVALUATION**

**Attachments**

Attachment 1: Grant Agreement, Miami-Dade County


Attachment 2: Grant Agreement, International Rescue Committee

Attachment 3: Reimbursement Request Invoice, Time Sheets, and Activity Summary for the Reporting Period

Attachment 4: Project Timeline and Budget

Attachment 5: Project Deliverables

**Attachment 1 - Grant Agreement, Miami-Dade County**

|  <p>U.S. Department of Justice<br/>Office of Justice Programs<br/><b>Bureau of Justice Assistance</b></p>  | <p><b>Cooperative Agreement</b></p>  | <p>PAGE 1 OF 14</p>                            |           |           |           |      |        |      |        |   |   |    |    |    |    |  |        |                       |
|---|--|--|-----------|-----------|-----------|------|--------|------|--------|---|---|----|----|----|----|--|--------|-----------------------|
| <p>1. RECIPIENT NAME AND ADDRESS (Including Zip Code)</p> <p>Miami-Dade County<br/>111 NW 1st St.<br/>Miami, FL 33128</p>   | <p>4. AWARD NUMBER: 2018-VT-BX-K089</p>  |  |           |           |           |      |        |      |        |   |   |    |    |    |    |  |        |                       |
|   | <p>5. PROJECT PERIOD: FROM 10/01/2018 TO 09/30/2021<br/>BUDGET PERIOD: FROM 10/01/2018 TO 09/30/2021</p>                                   |  |           |           |           |      |        |      |        |   |   |    |    |    |    |  |        |                       |
|   | <p>6. AWARD DATE 09/27/2018</p>  | <p>7. ACTION</p> <p align="center">Initial</p> |           |           |           |      |        |      |        |   |   |    |    |    |    |  |        |                       |
| <p>2a. GRANTEE IRS/VENDOR NO.<br/>596000573</p>   | <p>8. SUPPLEMENT NUMBER<br/>00</p>   |  |           |           |           |      |        |      |        |   |   |    |    |    |    |  |        |                       |
| <p>2b. GRANTEE DUNS NO.<br/>131910254</p>   | <p>9. PREVIOUS AWARD AMOUNT \$ 0</p>   |  |           |           |           |      |        |      |        |   |   |    |    |    |    |  |        |                       |
| <p>3. PROJECT TITLE<br/>South Florida Human Trafficking Task Force</p>  | <p>10. AMOUNT OF THIS AWARD \$ 534,700</p>   |  |           |           |           |      |        |      |        |   |   |    |    |    |    |  |        |                       |
|   | <p>11. TOTAL AWARD \$ 534,700</p>  |  |           |           |           |      |        |      |        |   |   |    |    |    |    |  |        |                       |
| <p>12. SPECIAL CONDITIONS<br/>THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).</p>   |  |  |           |           |           |      |        |      |        |   |   |    |    |    |    |  |        |                       |
| <p>13. STATUTORY AUTHORITY FOR GRANT<br/>This project is supported under (OVC FY 2018 ECM Human Trafficking) 22 U.S.C. 7105(b)(2) and 34 U.S.C. 20705.</p>  |  |  |           |           |           |      |        |      |        |   |   |    |    |    |    |  |        |                       |
| <p>14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number)<br/>16.320 - Services for Trafficking Victims</p>   |  |  |           |           |           |      |        |      |        |   |   |    |    |    |    |  |        |                       |
| <p>15. METHOD OF PAYMENT<br/>GPRS</p>   |  |  |           |           |           |      |        |      |        |   |   |    |    |    |    |  |        |                       |
| <p>AGENCY APPROVAL</p>  | <p>GRANTEE ACCEPTANCE</p>  |  |           |           |           |      |        |      |        |   |   |    |    |    |    |  |        |                       |
| <p>16. TYPED NAME AND TITLE OF APPROVING OFFICIAL</p> <p>Matt Dummermuth<br/>Principal Deputy Assistant Attorney General</p>  | <p>18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL</p> <p>Carlos A. Gimenez<br/>Mayor</p>  |  |           |           |           |      |        |      |        |   |   |    |    |    |    |  |        |                       |
| <p>17. SIGNATURE OF APPROVING OFFICIAL</p>   | <p>19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL</p>  | <p>19A. DATE</p> <p align="center">11/5/18</p> |           |           |           |      |        |      |        |   |   |    |    |    |    |  |        |                       |
| <p>AGENCY USE ONLY</p>  |  |  |           |           |           |      |        |      |        |   |   |    |    |    |    |  |        |                       |
| <p>20. ACCOUNTING CLASSIFICATION CODES</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>FISCAL YEAR</th> <th>FUND CODE</th> <th>BUD. ACT.</th> <th>DIV. OFC.</th> <th>REG.</th> <th>SUB.</th> <th>POMS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td align="center">X</td> <td align="center">B</td> <td align="center">VT</td> <td align="center">80</td> <td align="center">00</td> <td align="center">00</td> <td></td> <td align="right">534700</td> </tr> </tbody> </table> |  | FISCAL YEAR                                    | FUND CODE | BUD. ACT. | DIV. OFC. | REG. | SUB.   | POMS | AMOUNT | X | B | VT | 80 | 00 | 00 |  | 534700 | <p>21. TVTUGT1560</p> |
| FISCAL YEAR   | FUND CODE  | BUD. ACT.                                      | DIV. OFC. | REG.      | SUB.      | POMS | AMOUNT |      |        |   |   |    |    |    |    |  |        |                       |
| X   | B  | VT   | 80        | 00        | 00        |      | 534700 |      |        |   |   |    |    |    |    |  |        |                       |

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 2 OF 14

PROJECT NUMBER 2018-VT-BX-K089

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any certifications or assurances submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the award period -- may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. The Department of Justice ("DOJ"), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2018 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2018 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2018 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.

*a*



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
Cooperative Agreement

PAGE 3 OF 14

PROJECT NUMBER 2018-VT-BX-K089

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

5. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2016, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after-- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2016, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

6. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 4 OF 14

PROJECT NUMBER 2018-VT-BX-K089

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

7. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

8. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

9. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient)-- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or 2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

10. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 5 OF 14

PROJECT NUMBER 2018-VT-BX-K089

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

11. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$150,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$150,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$150,000)), and are incorporated by reference here.

12. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

13. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

14. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

15. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.





U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 6 OF 14

PROJECT NUMBER 2018-VT-BX-K089

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

16. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

17. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

18. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

19. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

20. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 7 OF 14

PROJECT NUMBER 2018-VT-BX-K089

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

21. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

22. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2018)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2018, are set out at <https://ojp.gov/funding/Explore/FY18AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

23. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct

The recipient and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (2) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 8 OF 14

PROJECT NUMBER 2018-VT-BX-K089

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

24. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 9 OF 14

PROJECT NUMBER 2018-VT-BX-K089

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

25. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

26. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

27. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at [OJP.ComplianceReporting@ojp.usdoj.gov](mailto:OJP.ComplianceReporting@ojp.usdoj.gov). For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

28. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

29. Justification of consultant rate

Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 10 OF 14

PROJECT NUMBER 2018-VT-BX-K089

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

30. The recipient agrees to submit to BJA for review and approval any curricula, training materials, proposed publications, reports, or any other written materials that will be published, including web-based materials and web site content, through funds from this grant at least thirty (30) working days prior to the targeted dissemination date. Any written, visual, or audio publications, with the exception of press releases, whether published at the grantee's or government's expense, shall contain the following statements: "This project was supported by Grant No. 2018-VT-BX-K089 awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice." The current edition of the DOJ Grants Financial Guide provides guidance on allowable printing and publication activities.
31. The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.
32. Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS  

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIIS") within SAM are posted on the OJP web site at <https://ojp.gov/funding/FAPIIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.
33. Justice Information Sharing  

Information sharing projects funded under this award must comply with DOJ's Global Justice Information Sharing Initiative (Global) guidelines. The recipient (and any subrecipient at any tier) must conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: [https://it.ojp.gov/gsp\\_grantcondition](https://it.ojp.gov/gsp_grantcondition). The recipient (and any subrecipient at any tier) must document planned approaches to information sharing and describe compliance with the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.
34. Any organization using Office of Justice Programs grant funds, in whole or in part, to collect, aggregate, and/or share data on behalf of a government agency, must guarantee that the agency that owns the data and its approved designee(s) will retain unrestricted access to the data, in accordance with all applicable law, regulations, and BJA policy: a) in an expeditious manner upon request by the agency; b) in a clearly defined format that is open, user-friendly, and unfettered by unreasonable proprietary restrictions; and c) at a minimal additional cost to the requestor (which cost may be borne by using grant funds).



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 11 OF 14

PROJECT NUMBER 2018-VT-BX-K089

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

35. Applicants must certify that Limited English Proficiency persons have meaningful access to the services under this program(s). National origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI and the Safe Streets Act, recipients are required to take reasonable steps to ensure that LEP persons have meaningful access to their programs. Meaningful access may entail providing language assistance services, including oral and written translation when necessary. The U.S. Department of Justice has issued guidance for grantees to help them comply with Title VI requirements. The guidance document can be accessed on the Internet at [www.lep.gov](http://www.lep.gov).
36. Cooperating with OJP Monitoring
- The recipient agrees to cooperate with OJP monitoring of this award pursuant to OJP's guidelines, protocols, and procedures, and to cooperate with OJP (including the grant manager for this award and the Office of Chief Financial Officer (OCFO)) requests related to such monitoring, including requests related to desk reviews and/or site visits. The recipient agrees to provide to OJP all documentation necessary for OJP to complete its monitoring tasks, including documentation related to any subawards made under this award. Further, the recipient agrees to abide by reasonable deadlines set by OJP for providing the requested documents. Failure to cooperate with OJP's monitoring activities may result in actions that affect the recipient's DOJ awards, including, but not limited to: withholdings and/or other restrictions on the recipient's access to award funds; referral to the DOJ OIG for audit review; designation of the recipient as a DOJ High Risk grantee; or termination of an award(s).
37. Verification and updating of recipient contact information
- The recipient must verify its Point of Contact (POC), Financial Point of Contact (FPOC), and Authorized Representative contact information in GMS, including telephone number and e-mail address. If any information is incorrect or has changed, a Grant Adjustment Notice (GAN) must be submitted via the Grants Management System (GMS) to document changes.
38. The award recipient agrees to participate in a data collection process measuring program outputs and outcomes. The data elements for this process will be outlined by the Office of Justice Programs.
39. Protection of human research subjects
- The recipient (and any subrecipient at any tier) must comply with the requirements of 28 C.F.R. Part 46 and all OJP policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.
40. All program authority and responsibility inherent in the Federal stewardship role shall remain with the Bureau of Justice Assistance (BJA). BJA will work in conjunction with the recipient to routinely review and refine the work plan so that the program's goals and objectives can be effectively accomplished. BJA will monitor the project on a continual basis by maintaining ongoing contact with the recipient and will provide input to the program's direction, in consultation with the recipient, as needed.
41. Confidentiality of data
- The recipient (and any subrecipient at any tier) must comply with all confidentiality requirements of 34 U.S.C. 10231 and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. The recipient further agrees, as a condition of award approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, 28 C.F.R. 22.23.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 12 OF 14

PROJECT NUMBER 2018-VT-BX-K089

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

42. With respect to this award, federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (An award recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

43. Any Web site that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages (i.e., pages (exclusive of documents) whose primary purpose is to navigate the user to interior content), and on any pages from which a visitor may access or use a Web-based service, including any pages that provide results or outputs from the service:

"This Web site is funded [insert "in part," if applicable] through a grant from the [insert name of OJP component], Office of Justice Programs, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)."

The full text of the foregoing statement must be clearly visible on the home page. On other pages, the statement may be included through a link, entitled "Notice of Federal Funding and Federal Disclaimer," to the full text of the statement.

44. Copyright; Data rights

The recipient acknowledges that OJP reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under an award or subaward (at any tier); and (2) any rights of copyright to which a recipient or subrecipient (at any tier) purchases ownership with Federal support.

The recipient acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under any such award or subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227-14 (Rights in Data - General).

It is the responsibility of the recipient (and of each subrecipient (at any tier), if applicable) to ensure that the provisions of this condition are included in any subaward (at any tier) under this award.

The recipient has the responsibility to obtain from subrecipients, contractors, and subcontractors (if any) all rights and data necessary to fulfill the recipient's obligations to the Government under this award. If a proposed subrecipient, contractor, or subcontractor refuses to accept terms affording the Government such rights, the recipient shall promptly bring such refusal to the attention of the OJP program manager for the award and not proceed with the agreement in question without further authorization from the OJP program office.

45. Within 90 days of this award, the recipient shall submit to the Office of Justice Programs a finalized Memorandum of Understanding (MOU) that reflects the goals and objectives of the project and lists the identities, roles, and contributions of the participating agencies. The MOU must be signed by the Chief Executive Officer of each collaborating agency. The grantee also agrees to notify the Bureau of Justice Assistance of any change in the status or duties of the collaborating agency partners or individuals.



U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 13 OF 14

PROJECT NUMBER 2018-VT-BX-K089

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

46. Within 45 calendar days after the end of any conference, meeting, retreat, seminar, symposium, training activity, or similar event funded under this award, and the total cost of which exceeds \$20,000 in award funds, the recipient must provide the program manager with the following information and itemized costs:

- 1) name of event;
- 2) event dates;
- 3) location of event;
- 4) number of federal attendees;
- 5) number of non-federal attendees;
- 6) costs of event space, including rooms for break-out sessions;
- 7) costs of audio visual services;
- 8) other equipment costs (e.g., computer fees, telephone fees);
- 9) costs of printing and distribution;
- 10) costs of meals provided during the event;
- 11) costs of refreshments provided during the event;
- 12) costs of event planner;
- 13) costs of event facilitators; and
- 14) any other costs associated with the event.

The recipient must also itemize and report any of the following attendee (including participants, presenters, speakers) costs that are paid or reimbursed with cooperative agreement funds:

- 1) meals and incidental expenses (M&IE portion of per diem);
- 2) lodging;
- 3) transportation to/from event location (e.g., common carrier, Privately Owned Vehicle (POV)); and,
- 4) local transportation (e.g., rental car, POV) at event location.

Note that if any item is paid for with registration fees, or any other non-award funding, then that portion of the expense does not need to be reported.

Further instructions regarding the submission of this data, and how to determine costs, are available in the OJP Financial Guide Conference Cost Chapter.

47. Recipient certifies that it does not promote, support, or advocate the legalization or practice of prostitution, nor will it use grant funds or program match funds to promote, support, or advocate the legalization or practice of prostitution.





U.S. Department of Justice  
Office of Justice Programs  
Bureau of Justice Assistance

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 14 OF 14

PROJECT NUMBER 2018-VT-BX-K089

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

48. The recipient may not obligate, expend, or draw down sixty percent (60%) of the federal funds provided under this award until the recipient submits to the awarding agency a signed task force Memorandum of Understanding (MOU) that has been signed by all required members of the task force and approved by the awarding agency, and a Grant Adjustment Notice (GAN) has been issued to remove this special condition. The recipient must submit the MOU within six months of the date that it accepts this award.
49. The recipient is authorized to incur obligations, expend, and draw down funds for travel, lodging, and per diem costs only, in an amount not to exceed \$15,000, for the sole purpose of attending a required OJP conference associated with this grant award. The grantee is not authorized to incur any additional obligations, or make any additional expenditures or draw downs until the awarding agency and the Office of the Chief Financial Officer (OCFO) has reviewed and approved the recipient's budget and budget narrative, and a Grant Adjustment Notice (GAN) has been issued to remove this special condition.
50. The value or amount of any "non-federal share," "match," or cost-sharing contribution incorporated into the OJP OCFO-approved budget for this award is part of the "project cost" for purposes of the Part 200 Uniform Requirements, and is subject to audit. In general, the rules and restrictions that apply to award funds from federal sources also apply to funds in the OJP-approved budget that are provided as "match" or through "cost sharing."

# SOUTH FLORIDA HUMAN TRAFFICKING TASK FORCE

SUBMITTED BY:  
MIAMI-DADE POLICE DEPARTMENT  
AND  
INTERNATIONAL RESCUE COMMITTEE



RESPONSE TO:

U.S. DEPARTMENT OF JUSTICE OFFICE OF JUSTICE PROGRAMS  
*BUREAU OF JUSTICE ASSISTANCE*  
*OFFICE FOR VICTIMS OF CRIME*

FY 2018 ENHANCED COLLABORATIVE MODEL TASK FORCE  
TO COMBAT HUMAN TRAFFICKING  
COMPETITIVE SOLICITATION  
BJA-2018-14133 / CFDA #16.320

SUBMITTED ON-LINE VIA GRANTS.GOV  
JULY 5, 2018



**Applicant Law Enforcement Agency:** Miami-Dade Police Department (MDPD)  
**Applicant Victim Service Organization:** International Rescue Committee (IRC)  
**Project Title:** South Florida Human Trafficking Task Force  
**Dollar Amount Requested:** \$534,700 MDPD / \$665,300 IRC  
**Jurisdiction:** Miami-Dade County

Known as the North American Gateway to the Americas, labor and sex trafficking have become a major crime problem in Miami-Dade County (MDC) and the greater South Florida region. MDC is uniquely home to the 8th most populous Core Based Statistical Area in the U.S., with the second highest grossing agricultural industry in the State of Florida. The identification of potential human trafficking (HT) victims and the prosecution of their traffickers is a challenge that requires careful, ongoing victim-centered and multidisciplinary collaboration among members of the South Florida Human Trafficking Task Force.

Grant funds in the amount of \$1,200,000 are requested by Miami-Dade Police Department (Law Enforcement Applicant) and International Rescue Committee (Victim Service Provider) to enhance multidisciplinary collaboration among the South Florida Human Trafficking Task Force whose geographic jurisdiction covers Monroe, Miami-Dade, and Broward counties. Project objectives are to: 1) Establish and sustain effective leadership and a structure that will marshal the resources necessary to support the successful identification of victims of all forms of human trafficking, service delivery to the respective individual, in addition to promoting the continuous efforts of investigation and prosecution of trafficking perpetrators; 2) Make data-driven decisions based on a shared understanding of the prevalence, scope, and nature of human trafficking within the target geographic area; 3) Identify victims of all types of human trafficking through the use of coordinated training, public awareness and outreach efforts, and victim-centered screening and interview techniques; 4) Conduct proactive investigations of sex trafficking and labor trafficking with the goal of successful prosecution of human trafficking cases at the state or federal level; and 5) Ensure that a comprehensive array of services are readily available to meet the individualized needs of all victims of human trafficking, including foreign nationals and U.S. citizens, of all ages and sexes.

Task Force members participating in the proposed project as evidenced by Memorandum of Understandings include: Miami-Dade Police Department, U.S. Department of Homeland Security, U.S. Attorney's Office, International Rescue Committee, and victim service provider sub-contractors: VIDA (legal) and Americans for Immigrant Justice. Dr. Nicole Fava from Florida International University will serve as the independent evaluator implementing a process evaluation and analysis of task force performance.

Major deliverables include, but are not limited to: 1) expand task force partners; 2) train partners on victim identification; 3) investigate tips from community partners; 4) conduct collaborative, proactive investigations; 5) identify human trafficking victims; work with evaluator to conduct program evaluation; 6) deploy countywide outreach strategy; 7) offer comprehensive restorative service to victims of human trafficking; and 8) Develop a task force sustainability plan.

The number of human trafficking investigations facilitated by MDPD in collaboration with the task force are provided as follows: 207 in 2015; 212 in 2016; and 252 in 2017. The number of trafficking victims served by International Rescue Committee each year are provided as follows: 41 in 2015; 45 in 2016, 29 in 2017. The number of human trafficking cases prosecuted by the USAO over the last three years are as follows: 8 in FY 2017 (10 defendants); 8 in FY 16 (9 defendants and 1 labor trafficking case involving migrant workers); 10 in FY 15 (16 defendants).

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

**STATEMENT OF THE PROBLEM**

**Identification of the Problem** Human trafficking is a major social and public health problem in the state of Florida. According to the National Human Trafficking Resource Center, the state of Florida ranks 3<sup>rd</sup> in the United States for the number of calls to their hotline (i.e., 1,654 calls in 2016<sup>1</sup>, 1,518 calls in 2015) and cases reported (252 human trafficking cases in 2017; 212 in 2016; and 207 in 2015). See Table 1 for a breakdown of the type of trafficking cases in Florida. Florida is one of three states receiving the highest volume of hotline tips prevailed only by California and Texas. South Florida in particular has been identified as a “gateway for child sex trafficking,”<sup>2</sup> with more than 2,900 rescued child sex trafficking victims between 2003 and 2012. In addition, there were 137 open Federal Bureau of Investigation (FBI) cases where minors were identified as victims of sex trafficking in South Florida.<sup>2</sup> Within Miami-Dade County’s metropolitan area, human trafficking is a major crime. In a recent study by Reid and colleagues (2017), Miami-Dade County ranked within the top three counties in the State of Florida with identified minor sex trafficking victims. According to Reid et al. (2017), an estimated 10% of the 913 juveniles identified by the Department of Juvenile Justice in the 2009-2015 reporting period were from Miami-Dade County.<sup>3</sup> In 2017 alone, the Florida Department of Children and Families (DCF) verified and investigated 209 human trafficking cases from the Miami-Dade County area; specifically, 182 were determined to be sex trafficking cases and 27 were labor trafficking cases in which minors had been identified as victims.

---

<sup>1</sup> National Human Trafficking Resource Center (NHTC) Data Breakdown U.S. Reports 1/1/2016-12/31/2016 accessed online on June 15, 2018.

<sup>2</sup> Trischita, Linda, The Palm Beach Post. “South Florida a gateway for child sex trafficking. February 3, 2012.

<sup>3</sup> Reid, J. A., Baglivio, M. T., Piquero, A. R., Greenwald, M. A., Epps, N. (2017). Human Trafficking of Minors and Childhood Adversity in Florida. *American Journal of Public Health*, 107(2), 306-311. DOI:10.2105/AJPH.2016.303564.

Miami-Dade Police Department and International Rescue Committee  
 FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

The metropolitan area’s sheriff’s department, Miami-Dade Police Department (MDPD), is the law enforcement partner on this submission. In 2017, they investigated 252 human trafficking hotline tips, including 27 labor trafficking tips, conducted 20 undercover operations and successfully recovered 18 minors and 8 adults victims, whom were all referred to local victim service providers. Rates were similar in FY 2016 and 2015. In FY 2016, MDPD investigated 212 human trafficking hotline tips, including 22 labor trafficking tips, conducted 25 undercover operations and successfully recovered 20 minor victims and 15 adult victims. In FY 2015, MDPD investigated 207 human trafficking cases, conducted 21 undercover operations, and successfully recovered 16 minor victims and 6 adult victims. The number of human trafficking cases prosecuted by the USAO over the last three years are as follows: 8 in FY 2017 (10 defendants); 8 in FY 16 (9 defendants and 1 labor trafficking case involving migrant workers); 10 in FY 15 (16 defendants).

The International Rescue Committee’s (IRC) Miami office is the service provider partner for this submission and has been serving survivors of all forms of human trafficking since 2003. The table below breaks down the information for individuals served in 2015, 2016, and 2017.

|                | <b>2015</b>   | <b>2016</b>   | <b>2017</b>  |
|----------------|---|---|--|
| <b>Gender</b>  | F (28), M (9), T (1)                                      | F (28), M (17), T (0)   | F (24), M (5), T (0)   |
| <b>Type</b>    | Sex (28), Labor (7) , Derivative (3), N/I (3)             | Sex (22), Labor (16) , Derivative (5), N/I (2)                            | Sex (18), Labor (10) , Derivative (0), N/I (1)                       |
| <b>Country</b> | 13 Countries (Top 5: USA, Haiti, Philippines, Honduras)   | 15 Countries (Top 5: USA, Philippines, Guatemala, Mexico, Cuba)           | 14 Countries (Top 5: USA, Guatemala, Colombia, Costa Rica, Honduras) |
| <b>Status</b>  | Certified (11), Pre-Certified (4), Domestic (23), N/I (4) | Certified (10), Pre-Certified (21), Domestic (7), N/I (1), Derivative (6) | Certified (8), Pre-Certified (9), Domestic (12)                      |
| <b>Age</b>     | Minor (19), Adult (19), N/I (3)                           | Minor (7), Adult (35), N/I (3)  | Minor (3), Adult (23), N/I (3)                                       |

Miami-Dade Police Department and International Rescue Committee  
 FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

|                       |  |                                       |                                  |
|-----------------------|--|---------------------------------------|----------------------------------|
| <b>Languages</b>      | 11 (Top 3: English , Spanish, Tagalog) | 10 (Top 3: Spanish, English, Tagalog) | 8 (Top 3: English, Spanish, Mam) |
| <b>Total # Served</b> | 41                                     | 45                                    | 29                               |

Unfortunately, Miami-Dade County provides the ideal characteristics for trafficking perpetrators. Being one of the most multi-ethnic and multifaceted regions in the United States, vulnerable, transient populations such as minors and undocumented individuals can easily be exploited. Being the largest county in the southeastern United States and hosting the 8<sup>th</sup> largest population in the nation, Miami-Dade County has an approximate 2.75 million residents of which 1.3 million residents are foreign-born. Miami-Dade County has been recognized as the North American Gateway to Latin America and the Caribbean; with 93.6% of the 1.39 million being foreign-born residents.<sup>4</sup> Additionally, 73% of the County’s residents speak another language.<sup>4</sup> **Error! Bookmark not defined.** The diversity of Miami-Dade County’s community poses as a challenge for law enforcement to investigate and actively refer victims of human trafficking to victim-centered service providers, because victims are reluctant to disclose of their involvement in human trafficking. Moreover, the language barrier and cultural differences between task force staff and victim present an obstacle to effectively interviewing foreign victims during investigations.

Geographically, Miami-Dade County and the Florida peninsula provide the ideal accommodations for traffickers to maneuver their corrupt organizations due to the close proximity to vast, unrestricted international water borders of the Caribbean, Central America, and South America. Criminal enterprises and traffickers continuously operate along these coastal borders as the region has straightforward availability to major transportation hubs and infrastructure.

---

<sup>4</sup> U.S. Census Bureau: State and County QuickFacts and 2012-2016 American Community Survey

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

Transportation hubs such as Miami International Airport (MIA) and Port Miami provide the constant ebb and flow desired to disguise victims. Miami-Dade County is home to five airports including MIA: the 10<sup>th</sup> busiest airport in the U.S. for total passengers; 3<sup>rd</sup> busiest for international passengers and total cargo; and 1<sup>st</sup> busiest in international freight.<sup>5</sup> For example, total of 44.6 million passengers transited through MIA in 2016, using 38 domestic airline carriers and 68 international carriers, 21.4 million of whom were international passengers.<sup>6</sup> Miami-Dade County is also home to the 12<sup>th</sup> largest container port in the U.S., recognized as the Cargo Gateway of the Americas. In 2016, 1,028,156 cargo tons and 4.98 million multi-day passengers docked at Port Miami.<sup>6</sup> MDPD has a history of working with the Miami-Dade County Seaport and Aviation Departments as directed by the Miami-Dade County Board of County Commissioners via Resolution No. R-873-11 to train Airport and Seaport personnel “to identify and respond to children in transit who are being sexually exploited,”<sup>7</sup> and they will continue to partner with them for this proposed Task Force.

The community of Miami-Dade County is comprised of 37 municipalities and 2,400 square miles of unincorporated area, a majority of which contains the county’s agricultural business. Researchers have noted that labor trafficking is most prevalent in the form of domestic servitude, followed by the agricultural and hospitality industries.<sup>8</sup> Miami-Dade County’s agricultural community is vulnerable to labor trafficking, but it is also the second highest grossing agricultural

---

<sup>5</sup> Miami International Airport, Miami-Dade Aviation: [Facts at a Glance](#)

<sup>6</sup> Port Miami 2016 Statistics at <http://www.miamidade.gov/portmiami/statistics.asp>

<sup>7</sup> Resolution R-873-11 is accessible online at

<http://www.miamidade.gov/govaction/matter.asp?matter=120809&file=false&yearFolder=Y2012>

<sup>8</sup> Owen, C., Dank, M., Breaux, J., Banuelos, I., Farrell, A., Pfeffer, R., Bright, K., Heitsmith, R., & McDevitt, J. (2015). Understanding the Organization, Operation, and Victimization Process of Labor Trafficking in the United States. *Trends in Organized Crime* 18, 348-354. DOI: 10.1007/s12117-015-9257-9

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

industry in the State of Florida.<sup>9</sup> Miami-Dade County's Leisure and Hospitality industry is the 5<sup>th</sup> largest industry and "one of the primary sources of job creation in Miami-Dade County," welcoming 15.9 million overnight visitors in 2017, a 2.1% increase from 2016, according to the Greater Miami Convention & Visitors Bureau.<sup>10</sup> Those visitors spent a record \$26 billion, up 2.1 percent over 2016.<sup>10</sup>

**Previous attempts to address problem:** The Miami-Dade Human Trafficking Task Force was created in 2004, through an executed resolution with the Association of Chiefs of Police and the U.S. Department of Justice BJA Human Trafficking Task Force Initiative grant award in the amount of \$596,580. The purpose of this Task Force was to address the problem of trafficking and improve collaborative human trafficking investigative operations with other jurisdictional law enforcement agencies. There are 37 separate law enforcement agencies operating within Miami-Dade County.<sup>11</sup> The victim service partner of the current proposed Task Force, The International Rescue Committee (IRC), has been continuously funded since 2003 by the Department of Justice and Department of Health and Human Services to serve survivors of all forms of human trafficking in the South Florida community. The IRC has also helped build capacity to address human trafficking by creating local working groups to help target the varied needs of survivors of sex and labor trafficking in the U.S.

In 2008, the U.S. Homeland Security Investigations Miami Field Office (HSI), together with the United States Attorney's Office, Southern District of Florida (USAO), and Miami-Dade Police Department (MDPD) via the Miami-Dade Human Trafficking Task Force (MDHTTF),

---

<sup>9</sup> 2007 Census of Agriculture, United States Department of Agriculture, National Agricultural Statistics Service

<sup>10</sup> Reiser, Emon. "Overnight visitors spent \$26B in greater Miami last year, tourism bureau says" South Florida Business Journal, May 1, 2018

<sup>11</sup> Miami-Dade County Association of Chiefs of Police member agencies as published on <http://www.mdacap.org/>



Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

created the South Florida Human Trafficking Task Force. This Task Force is a multi-disciplinary, multi-jurisdictional, victim-centered task force whose responsibilities are to identify, rescue, and rehabilitate victims of trafficking. The South Florida Human Trafficking Task Force accomplishes these goals through proactive law enforcement that is victim-centered and collaborative across all levels of government, arresting and prosecuting human traffickers, and assisting victims of all forms of trafficking. MDPD's and IRC's human trafficking joint squad activities have been supported by two previous grant awards from the U.S. Department of Justice: one in 2005 and another in 2012 (Award #2012-VT-BX-K021) under the Enhanced Collaborative Model to Combat Human Trafficking.

Recognizing the nature of human trafficking and the commitment needed to follow a victim-centered approach, a multidisciplinary response is necessary. This is the framework of the South Florida Human Trafficking Task Force whose members represent over 300 local, state, and federal agencies, as well as non-governmental organizations (NGOs), including IRC, the lead victim service applicant. Since 2015, the South Florida Human Trafficking Task Force in collaboration with its keys members MDPD, USAO and IRC has successfully:

- Identified and investigated 207 cases in 2015; 212 cases in 2016; and 252 cases in 2017.
- Prosecuted: 8 in FY 2017 (10 defendants); 8 in FY 16 (9 defendants and one (1) labor trafficking case involving migrant workers); 10 in FY 15 (16 defendants).
- Served: 1 trafficking victim in 2015; 45 trafficking victims in 2016, and 29 trafficking victims in 2017.

**Outstanding Problems, Gaps in Services, and Unmet** Despite efforts throughout Miami-Dade County over the past 4 years, there remain gaps and unmet needs that the current

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

proposal intends to address. For example, the identification of victims remains a challenge. Studies have shown that only a fraction of existing trafficking victims are identified, due to a lack of visibility of the problem. By strengthening the knowledge of the Task Force membership and identifying and recruiting the stakeholders that are not currently active in the group, will ideally assist the task force as it develops new and innovative strategies to identify victims. For instance, despite labor trafficking being more prevalent, sex trafficking is more publicly acknowledged and recognized as a problem, thus casting a shadow on the needs of labor trafficking victims.<sup>12</sup> Doran, Jenkins, and Mahoney (2014) highlight that the misuse of the term “sex trafficking” as a synonym for human trafficking has caused service gaps for victims. These service gaps, which include the lack of adequate housing for men or women who have not experienced sexual exploitation, and tailored medical services, open the door for re-exploitation as survivors are met with little resources for his or her complex needs. As mentioned above, one common limitation that opens the door for re-exploitation has been the inadequate amount of safe housing. The limited amount of housing has discouraged survivors to engage with law enforcement and non-governmental organizations as safe housing is not guaranteed. Thus, expanding the network of social service providers and others specialized in the delivery of this service will be key to the work of IRC and the Task Force.

A constant service challenge faced by the South Florida Human Trafficking Task Force is the continued training enhancement and membership expansion of the multi-disciplinary and multi-jurisdictional South Florida Human Trafficking Task Force. As proactive investigations that lead to the arrest, successful prosecution, and incarceration of traffickers will only occur if law

---

<sup>12</sup> Doran, L., Jenkins, D., & Mahoney, M. (2014). Addressing the Gaps in Services for Survivors of Human Trafficking: An Opportunity for Human Service Providers. *Journal of Human Services*, 34(1), 131-136.

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

enforcement officers and those working to serve the community, are made aware of the signs, causes, and consequences of human trafficking and victim-centered services are provided in a collaborative manner.

**Describe how this funding opportunity will help address these problems.** The problem of human trafficking in Miami-Dade is larger than what MDPD can respond to adequately. MDPD has been receiving and investigating tips from several sources, on possible acts of human trafficking, which require long term investigations and surveillance. However, the lack of current grant funding to MDPD has limited the amounts of proactive investigations that can be conducted, which has historically resulted in locating and assisting additional victims of human trafficking and the prosecution of traffickers. Grant funding will significantly increase the number of investigations which will improve the outcomes in identifying victims.

Although IRC has received consistent funding from DOJ and HHS, additional funding through this current proposal will allow IRC to continue to build its network of partners who provide comprehensive services using a trauma-informed approach. The focus will be to identify partners whose focus or organizational mission is on those areas where there currently is a need, including housing and employment. If these barriers are not addressed, the IRC will not be able to assist clients reach their goal of recovery and self-sufficiency. While the list of community providers addressing human trafficking has expanded throughout the years in Miami-Dade County, IRC staff spends approximately 15% of their time providing technical assistance on victim identification, service provision, and consultation on best practices on how to best work collaboratively to address the needs of trafficking survivors. Through an enhanced task force model, IRC, MDPD and task force leadership can bring technical expertise from both internal and

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

external stakeholders to increase the knowledge of the members, which will then strengthen capacity.

**PROJECT DESIGN AND IMPLEMENTATION PLAN**

**Task Force Goals and Objectives:** The overarching goals of the proposed project, titled the “South Florida Human Trafficking Task Force” (SFHTTF) aligns with the following overall goals of the program solicitation: 1) To identify victims of all types of human trafficking within Miami-Dade, Broward and Monroe counties; 2) To engage in proactive victim-centered investigations and prosecutions of sex and labor trafficking cases at the local, state, tribal, and federal levels; and 3) To address the individualized needs of trafficking victims through the provision of a comprehensive array of quality services. MDPD, the law enforcement applicant, and IRC, the victim service provider applicant, jointly propose that their collaborative efforts will continue to: enhance the proactive investigations set forth by the South Florida Human Trafficking Task Force; enhance the community’s awareness and response towards human trafficking; and strengthen the current operations of the South Florida Human Trafficking Task Force by making changes that will result in future task force sustainability. These enhancements are anticipated to impact task force operations within the South Florida region from Monroe County to Broward County. A comprehensive timeline that identifies milestones, lists deliverables, and indicates who is responsible for each activity is provided in Attachment 7 to this grant application.

The project’s goals, objectives, and a plan for meeting these goals are as follows:

***Goal 1: The SFHTTF will establish and sustain effective leadership and a structure that will marshal the resources necessary to support the successful identification of victims of all forms***

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

*of human trafficking, service delivery to the respective individual, in addition to promoting the continuous efforts of investigation and prosecution of trafficking perpetrators.*

*Objectives: a) To strengthen and formalize the collective efforts of the primary partners and anticipated new partners within this enhanced SFHTTF; b) To gather intelligence, tactically investigate, arrest, and prosecute human traffickers; c) To identify 25 potential victims of trafficking per year through the joint agency effort; d) Develop a Sustainability Plan that identifies improved coordination of existing community resources essential to sustaining future human trafficking task force operations.*

Plan: Through this joint proposal, Goal 1 will be met by strengthening the current partnerships developed within the SFHTTF and recruiting new partners. Currently, the SFHTTF has an existing Memorandum of Understanding with the primary partners that consist of Department of Homeland Security's Homeland Security Investigation (HSI), US Attorney's Office (USAO), International Rescue Committee (IRC), and Miami-Dade Police Department (MDPD) (Attachment 12). The members of this memorandum will continue to maintain and amend this document in order to ensure the highest possible service delivery to the victims of trafficking. These partnerships provide the foundation to promote investigative measures that would lead to the increased number of prosecution and incarceration of offenders. To maintain these active partnerships and facilitate communication across agencies, quarterly meetings (at a minimum) will be held to maintain a vigorous line of dialogue that will increase the identification of trafficking victims through the proactive, investigative, and victim-centered partnership between law enforcement and the victim service provider.

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

The SFHTTF's oversight consisting of the law enforcement leadership from HSI, MDPD and the US Attorney's office and the victim-service provider leadership (IRC Program Manager) will adhere to the human trafficking task force best practices by providing a SFHTTF Coordinator to serve as a liaison between task force members. IRC will budget and hire, with MDPD and Task Force input, a Task Force Coordinator who will serve as the liaison between the SFHTTF members, assist in the betterment of the SFHTTF with training efforts, and support coordination of the SFHTTF's activities. The Task Force Coordinator will ensure the completion of the administrative and operational activities of the multidisciplinary task force, including, but not limited to: convening regular meetings, taking minutes, attending social service committee meetings, guiding the development of/updating task force protocols, formalizing Memoranda of Understanding (MOUs), conducting outreach to expand task force membership, and collecting, sharing, and reporting of performance measurement data, and developing a sustainability plan that identifies ways to sustain task force operations with minimal reliance on federal funding.

Further, MDPD's human trafficking operations will use SFHTTF covert operations, intelligence, surveillance, etc. with its investigative partner teams from the HSI for coordination and oversight, and in concert with the USAO for successful prosecution. All investigators from partner teams will work together on all aspects of the cases. As primary investigative partners, HSI and USAO will facilitate cooperative investigative efforts, leverage resources, and exchange information in order to enhance investigative outcomes leading to increased arrests and prosecution. Operational oversight and case supervision to this multi-agency investigative team will be provided by the HSI Group Supervisor of the Human Smuggling and Trafficking Group under Division 5 of the Special Agent in Charge (SAC) Miami. The HSI Group Supervisor is a

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

vital SFHTTF partner and ensures that the team members work in the best interest of each case. Team members coordinate on all cases through to presentation to the USAO for successful prosecution.

The SFHTTF will leverage MDPD's current law enforcement relationships and MOUs with other agencies (e.g., FBI, Miami-Dade Fire Rescue Department, Miami-Dade County Aviation Department, Florida Department of Children and Families). These relationships provide assistance and facilitation in the effective investigation, recovery, and safety of the victims once recovered from the trafficker. The SFHTTF also leverages these relationships to help deploy their training plan by, for example, training and building the capacity of front-line responders to identify and serve victims and educating the community to distinguish indicators and make reports through the array of hotlines available to the community. Currently, MDPD works on an ongoing basis with Miami-Dade County Seaport and Aviation Departments to implement directive Resolution No. R-873-11 to train Airport and Seaport personnel "to identify and respond to children in transit who are being sexually exploited."<sup>13</sup> This effort has already provided viable tips from airline personnel that have reported incidents of potential international/interstate human trafficking. These cases are immediately investigated and have led to successful prosecution. This is an example of the boundlessness of the work that can be conducted within the community to increase awareness.

To close the gaps in the service provision and raise awareness about indicators of human trafficking, SFHTTF has developed protocols for identifying possible victims. With grant funding the SFHTTF will be able to continue expanding its efforts in disseminating this information and training the broader community. This will equip more professionals with the knowledge to identify

---

<sup>13</sup> Resolution R-873-11 is accessible online at <http://www.miamidade.gov/govaction/matter.asp?matter=120809&file=false&yearFolder=Y2012>

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

trafficking victims, thereby enhancing identification of victims in order to properly prosecute traffickers and grant victims access to services, which will be coordinated by the IRC. Furthermore, this funding will provide the MDPD, IRC and the general Task Force with useful knowledge and feedback via program evaluation on existing practices, which can improve current protocols and ultimately lead to an increased number of victims being identified and served.

The SFHTTF will continue its community awareness efforts via the established trainings currently provided, such as Port Miami and MIA personnel training, which has already assisted in the identification of human trafficking victims. The SFHTTF will also continue to promote the National Human Trafficking Hotline in order to generate leads for active investigations from the department, coordinate needed services for survivors, and provide a place where survivors can reach out for help 24/7. It is through these investigative leads and therapeutic assessments that the task force will be able to identify at least 25 victims of human trafficking yearly.

***Goal 2: The SFHTTF will make data-driven decisions based on a shared understanding of the prevalence, scope, and nature of human trafficking within the target geographic area.***

*Objectives: a) To collect accurate and high-quality data from task force members; b) Conduct a program evaluation using the collected data to improve the process of identifying victims and serving victims; c) Communicate results of the program evaluation to all members of the task force*

Plan: Florida International University will serve as the lead evaluator for this project. In line with an action research framework, there will be consistent feedback and communication between the evaluation team, MDPD, IRC, and task force partners. The SFHTTF's Task Force Coordinator will be responsible for assisting Dr. Nicole Fava in evaluation activities and



Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

assessment work of the task force, as well as a bridge for communication between task force partners and the evaluation team. In addition, the SFHTTF's Coordinator will ensure data is collected in a timely manner, with attention to quality and accuracy as well, from MDPD and IRC staff. The timeline set forth by this call for funding will dictate when formal reports are compiled, and how often the data is entered into TIMS and PMT. However, program evaluation—and the sharing of findings—will also be an ongoing effort, so that task force partners can update practices if needed in order to improve their processes and services for victims. This approach follows from an action research framework (see Attachment 6). Dr. Fava will perform quarterly data analysis on performance measures with the exclusion of leadership and collaboration assessments, which will be analyzed in years 1 and 3. The SFHTTF will use these quarterly reports to make informed decisions throughout the implementation of this grant and will utilize Dr. Fava's final program evaluation (to be completed in year 3) to inform decisions made after the grant period is over.

***Goal 3: To identify victims of all types of human trafficking through the use of coordinated training, public awareness and outreach efforts, and victim-centered screening and interview techniques.***

*Objectives: a) To increase capacity of law enforcement officers to identify victims and recognize potential human traffickers; b) To increase law enforcement's role in raising public awareness through outreach; c) To encourage positive changes in the community's response to victims of all forms of human trafficking; and d) To provide a victim-centered approach throughout the individual's engagement with the SFHTTF.*

Plan: As the largest police enforcement agency in the Southeastern U.S. with demonstrated experience providing in-service trainings regarding the identification of human trafficking victims,

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

MDPD is well suited to lead the proposed training strategy. The training strategy seeks to increase the capacity of sworn law enforcement personnel to identify victims of and recognize the consequences of being trafficked in collaboration with the SFHTTF partners. Utilizing a train-the-trainer model, MDPD's proposed training protocol is expected to reach over 7,500 sworn law enforcement personnel and first responders utilizing methods most appropriate for each agency to learn how to identify human trafficking victims and respond to those victims. Training materials include a human trafficking video previously produced by MDPD Video Services and Crime Stoppers (<https://youtu.be/fHukVDWpN7w>). The video was updated in 2016 to reflect local "lessons learned" on human trafficking to specialize efforts to the needs of Miami-Dade County related to identifying and rescuing victims. A key training partner is the Miami-Dade Joint Chief of Police Association who serves as MDPD's liaison in providing training to law enforcement personnel within the County's 37 municipal law enforcement agencies.

MDPD aims to raise the community's public awareness on human trafficking by deploying a community outreach strategy that involves providing community presentations to and with SFHTTF partners, as well as at nine MDPD District Community Advisory Committee meetings through the "Blue Campaign." The Blue Campaign is a national program designed by HSI to increase public awareness about human trafficking.<sup>14</sup> These presentations assist with training law enforcement officers in conducting victim-centered investigations and increasing detection of indicators of human trafficking. For example, on March 1, 2012, 50 airport employees received training from Kristi House, the county's Child Advocacy Center which has been nationally-recognized for their work with child trafficking survivors, as a result of the Miami-Dade County

---

<sup>14</sup> Blue Campaign. Retrieved from <https://www.dhs.gov/blue-campaign/about-blue-campaign>

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

Board of County Commissioners via Resolution No. R-873-11.<sup>15</sup> MDPD will continue to work with the Miami-Dade County Seaport and Aviation Departments to implement the proposed training plan and encourage the adoption of human trafficking prevention practices among Seaport's and Aviation's standard operating procedures.

Other proposed outreach activities include developing and widely distributing a human trafficking brochure and video; both will be disseminated via the County's and MDPD's extensive ongoing electronic media communications networks (Facebook, Twitter, YouTube, County and MDPD Social Media New Promotions; and County Portal Promotions/e-News Weekly) and on the SFHTTF website. MDPD will work with IRC and SFHTTF members to gather all intelligence gathered by the portal. IRC has a track record of providing quality trainings and creating innovative approaches to raise awareness on the issue of human trafficking. To date, the IRC has trained over 13,000 individuals locally, nationally and internationally, in English and Spanish on this topic. The organization was also a grantee of the Department of Health and Human Services, Office on Trafficking in Persons (OTIP) and through various mediums used to reach the community (grassroots efforts as well as those using the media), reached over 100,000 members of the community in a 3 year period.

To further increase public awareness regarding human trafficking, IRC and its partners have also taken leadership roles in supporting the development of local community organizations focused on fighting human trafficking including the Miami-Dade County Human Trafficking Coalition, Broward Human Trafficking Coalition, and the Human Trafficking Coalition of Palm Beach. Through these groups, the SFHTTF has been involved in disseminating and gathering

---

<sup>15</sup> The Associated Press, The Miami Herald, "MIA trains staff to spot human trafficking victims," March 3, 2012.

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

information in street outreach, participating in community fairs, and networking with local businesses, faith based organizations, and schools. Additionally, IRC, MDPD, and the SFHTTF will work on developing tools that will target the needs of the South Florida community. This will involve input from the Task Force and from focus groups, ideally involving survivors.

IRC and MDPD will inform task force members and other community partners of professional development opportunities, including off-site trainings or online presentations on topics relevant to the needs of victims served under this grant. Such topics may include: working with victims of sexual assault, child abuse, and domestic violence; learning the needs of immigrant victims; and properly conducting victim-centered interviews for investigative purposes.

***Goal 4: The SFHTTF will conduct proactive victim-centered investigations of sex trafficking and labor trafficking with the goal of successful prosecution of human trafficking cases at the state or federal level.***

*Objectives: a) The SFHTTF will provide oversight and supervision for proactive investigations; b) The SFHTTF will partner with local, state, and federal law enforcement agencies to bring cases to prosecutors, and c) The SFHTTF will successfully track data that can be analyzed to improve the chances of successful prosecution.*

Plan: MDPD's human trafficking squad will collaboratively use covert operations, intelligence, and surveillance, among other tactics with its investigative partner teams from HSI for coordination and oversight in concert with the USAO for successful prosecution. All investigators from partner teams will work together on all aspects of the cases. MDPD personnel assigned to the SFHTTF are comprised of a highly trained Police Crime Analyst and detectives from the MDPD Special Victims Bureau's Special Investigations Section, with a cumulative total

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

of 102 years of investigative experience, knowledge, and expertise (see Attachment 10). As primary investigative partners, HSI and USAO will facilitate cooperative investigative efforts, leverage resources, and exchange information in order to enhance investigative outcomes leading to increased arrests and prosecution. Operational oversight and case supervision of this multi-agency investigative team will be provided by the HSI Group Supervisor of the Human Smuggling and Trafficking Group under Division 5 of the Special Agent in Charge (SAC) Miami. The HSI Group Supervisor is a vital SFHTTF partner, who ensures that team members work in the best interest of the victim and coordinate the cases through to presentation to the USAO.

While the lead agencies will be HSI, MDPD, and the US Attorney's office, partnerships with other local, state, and federal law enforcement agencies are key to address human trafficking in South Florida. Initially, all cases of human trafficking are brought forth to federal prosecutors. Should they decide not to pursue the case, the State Attorney's Office within each region is briefed on the case. In addition, data in the form of program evaluations will be collected by law enforcement agencies and IRC in order to regularly analyze the SFHTTF's effort of successful prosecution, thereby providing vital information that will lead to higher rates of prosecution and identify areas for improvement.

***Goal 5: The SFHTTF will ensure that a comprehensive array of services are readily available to meet the individualized needs of all victims of human trafficking, including foreign nationals and U.S. citizens, of all ages and sexes.***

*Objectives: a) To assist trafficking victims by offering compressive restorative services that meet victims' individualized needs, while also providing continued presence in the United States; b) Develop and document a SFHTTF service referral protocol to ensure that victims of all forms*

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

*of trafficking receive restorative service; and c) Provide victim-centered services to approximately 16 victims of severe forms of human trafficking per year.*

Plan: As the applicant Victim Service Provider, IRC Miami will, through active and committed participation in the SFHTTF, adhere to a comprehensive service delivery protocol, provide appropriate referrals to contracted agencies, and coordinate all services to human trafficking victims, including international and domestic labor and sex-trafficking, adult and minor victims from the moment of identification to stabilization and certification (in the case of foreign victims). The IRC will offer a wide array of high quality services to ensure that the needs of vulnerable clients are addressed, enabling them to achieve stability, while also helping those who have moved forward in the restoration process focus on achieving self-sufficiency. Through its contracted partnerships, community network, and membership in the Task Force, the IRC leverages resources to ensure all the victims' needs are met.

At grant commencement, key partners will meet to reexamine the current service referral and delivery protocol that: ensures victims of all forms of human trafficking receive appropriate, specialized services without prioritizing one form over the other; provides parameters for timely data collection for grant reporting purposes; and allows for the timely and effective delivery of victim services while preventing costly duplication (see referral form in Attachment 15). This victim-centered, multi-disciplinary, multi-jurisdiction approach to victim service provision ensures that victims receive high quality and necessary services from the agencies most adept to provide those individualized services.

IRC also works closely with other federally-funded grantees to maximize services but also avoid duplication of work. For example, IRC is partners with Miami-Dade County's Coordinated

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

Victim's Assistance Center, whom received a DOJ grant in 2014 to pilot the family justice model as an approach to serve trafficked persons, Kristi House who received DOJ funding in 2015 to provide mental health services and case management to LGBTQ youth, and recently the University of Miami, who provides quality medical services to survivors through its THRIVE clinic. Additionally, Task Force partners include academic institutions and healthcare and faith-based organizations which all leverage resources to combat human trafficking in their respective community.

The IRC will harness its internal case management, victim advocacy, and cultural expertise and that of its partners to offer a SFHTTF, comprehensive services model for victims of trafficking that addresses the full range of needs to be met in order for these individuals to attain stability. The IRC and its service provider partners take a trauma-informed, victim-centered approach to serving victims of trafficking allowing clients to become stable and make informed decisions regarding service provision, legal options, and participation in investigation and prosecution. This service model enhances a victim's ability to cooperate with law enforcement agencies, and in doing so, facilitates the investigation and prosecution of traffickers and the victim certification process while always prioritizing the victim's well-being. Victim services will include: case management, social services advocacy, food, housing, healthcare, dental care, mental health services, legal assistance, English language training and literacy classes, immigration advocacy, education, job readiness training/placement, criminal justice advocacy, and assistance in cooperating with law enforcement. Urgent services such as shelter and sustenance are delivered immediately. Long-term housing, medical care, mental health care, transportation services, and interpretation services are facilitated when necessary. In addition, IRC maintains a 24-hour victim assistance phone line to address

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

victims' needs and respond to law enforcement referrals. IRC is able to provide comprehensive quality services by working with law enforcement victim advocates, SFHTTF members, and its contracted providers, all working in coordination to meet the individual victim's needs.

*Jurisdictional/Geographic Area* The geographic boundary for the South Florida Human Trafficking Task Force will consist of those of the USAO SDFL and the HSI Miami Area of Responsibility (AOR) beginning in the north in Broward County, FL to Key West, FL in the south. The Task Force is headquartered at HSI Miami located at 11226, NW 20th St, Miami, FL 33172. Ancillary members consist of those offices and agencies located within the AOR of Ft. Lauderdale (Broward County), Miami (Miami-Dade County), Key Largo and Key West (Monroe County). All MDPD investigators have all received US DOJ approval for Special Deputation which allows them to work collaboratively with HSI and USAO on human trafficking task force investigations outside of the county's jurisdictional boundaries.

*Leadership Structure of Task Force:* SFHTTF is managed and facilitated by Carmen Pino from the HSI Miami office, whose physical location is 11226 NW 20th Street, Miami, Florida 33172, and Barbara Martinez of the USAO. Both have provided leadership to the task force since its inception in 2008. For this current grant initiative, the Task Force will receive administrative support from a Human Trafficking Task Force Coordinator (to be hired), which will be based out of IRC's office, located 2 miles from the partner law enforcement agencies. Currently, HSI maintains the membership list and membership requests (see Attachment 15); however, this staff member will assist with those duties. With the inclusion of new partners and additional federally-funded organizations, a planned task force enhancement is the creation of an advisory board to



Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

lead the 300 member task force. Members of the advisory board will include the Task Force Coordinator, USAO's office, HSI, the IRC, and Miami-Dade Police.

USAO's role in the proposed grant initiative is significant and formalized by a Memorandum of Understanding (Attachment 12). In addition to serving as a joint administrator of the SFHTTF, they are also a primary investigative partner involved in the day-to-day operations of the grant initiative. Their participation is vital to the successful prosecution of human traffickers. Equally important is the role of HSI and their staff of ten (10) investigators, a Victim Assistant Coordinator, Author Corrieri, and a Group Supervisor for Human Smuggling and Trafficking, Carmen Pino. The Group Supervisor provides oversight and case supervision to ensure that each case is fully prepared for presentation to the U.S. Attorney and ultimately, for successful prosecution.

*Membership and Structure:* The purpose of MDPD's Special Victims Bureau Special Investigations Unit's proposed relocation with HSI is to enhance task force investigations efforts. This would allow detectives to work more closely with each other, i.e., easier to share information, and to coordinate all aspects of the investigative/prosecutorial process for cases assigned. MDPD, will provide detectives on a case by case basis as needed to the Task Force at the SAC Miami. The Task Force will in return provide these detectives with access to pertinent law enforcement databases and indices in support of their human trafficking investigative activities. These detectives will represent the MDPD in all cases of human trafficking and will vet and deconflict investigations deriving from Miami-Dade County to coordinate investigations that the Task Force is pursuing in other jurisdictions with their home agency.

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

Investigative partners include HSI (to provide oversight and case supervision) and USAO (for successful prosecution). The MDPD team comprises of one (1) Lieutenant, two (2) Sergeants, and ten (10) detectives with a combined total of over 205 years of investigative experience all housed within the same location: MDPD Special Victims Bureau (SVB) at 1701 NW 87 Avenue Suite 120, Doral, FL 33172. The SVB also includes one (1) Police Crime Analysts to provide the investigative team with appropriate intelligence and research support. MDPD staff will convene on a weekly basis to discuss their investigative cases followed by weekly presentations of their cases to their Command Staff. The details of operational oversight and case supervision are provided under Goal 1. Key personnel resumes of the investigative team provided in Attachment 10 clearly illustrate their depth of knowledge and professional commitment to work these complex and challenging criminal investigations.

The SFHTTF website is completed. It was developed cooperatively with SFHTTF partners/stakeholders, and serves as a regional resource for sharing information on upcoming events, successful prosecutions and as a reporting mechanism for tips. It will be kept updated by the Human Trafficking Task Force Coordinator, who will gather information from SFHTTF members.

*Subcommittees:* The SFHTTF comprises four (4) different subcommittees respectively titled as follows: Law Enforcement (to discuss intel and cases); Faith-Based (focuses on bringing together the faith community to provide support to survivors through the various ministries); Outreach (focuses on public awareness); and the newest committee, Social Services will focus on identifying the existing gaps on service provision and vetting and recruiting new partners.

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

*Task Force Coordinator:* The administrative component of the SFHTTF will be vigorously led by the Human Trafficking Task Force Coordinator<sup>16</sup>, in collaboration with the SFHTTF partners and designated IRC and MDPD staff. This staff member will coordinate the administrative and day-to-day duties for the South Florida Human Trafficking Task Force, including convening regular meetings; taking minutes; guiding the development and update of task force protocols; formalizing MOUs; conducting outreach to expand task force membership; and collecting, sharing, and reporting of performance measurement data. A job description for this position is provided in Attachment 10. Other responsibilities include: coordinating grant-related efforts among task force members and all participating stakeholders to ensure that all deliverables are met; as well as actively participating and serving as a liaison between project partners and the program evaluator. Monetary resources have been allocated to the grant budget by IRC to ensure staff's time commitments to the proposed grant activities, including training and professional development.

The proposed SFHTTF is grounded in key stakeholder inclusion and collaboration that utilizes a comprehensive, multidisciplinary, multi-jurisdictional team approach to bring down domestic and international sex and labor human trafficking criminals, while also providing the victims with comprehensive restorative services. The proposed grant initiative intends to work with an estimated 300 members in the combat of human trafficking through previously executed and planned SFHTTF MOUs with various stakeholders, through a comprehensive victim service provider strategy led by the applicant victim service provider, IRC, and through a comprehensive training and outreach strategy. An executed MOU is provided as an attachment to this application.

---

<sup>16</sup> This position is included in the International Rescue Committee's budget

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

*Meeting Plan:* Staff working directly on the SFHTTF from MDPD and IRC will attend quarterly SFHTTF meetings. The SFHTTF Law Enforcement Committee meetings will be held on a quarterly basis and, when held in Miami-Dade, take place at the HSI Miami building. Faith-based Committee meetings take place every two months in response to the vast faith- and community-based population within South Florida. Outreach meetings take place on an as needed basis and are often initiated by special requests from a SFHTTF member or for a special purpose (i.e., trainings, formal presentations, etc). Lastly, the Social Services Committee, which has been newly created, will also meet quarterly, but can be called upon as needed when there is a gap in service or an increase in victims identified leading to an augmented effort in partnership.

*Protocols and Procedures:* Through their work in the SFHTTF and in leading a pilot ACTeam (a team comprised of prosecutors and agents from multiple federal enforcement agencies) the task force has begun working to implement a strategic action plan to combat identified human trafficking threats, a project for which the USAO's office has taken the lead in the development of these protocols. A manual has been developed (see Attachment 15) which includes sections on the protocols and procedures for investigations, investigative strategies, outreach, identification, and case coordination. With the assistance of the staff assigned to provide administrative duties, the advisory board will work on getting member feedback on the topics needed to be addressed and then developed. Some potential protocols that need to be created are guidance on victim service coordination and by laws for the taskforce membership.

*Victim Safety and Confidentiality:* Requested grant funding will allow IRC to continue to provide services to all identified victims of trafficking including: undocumented and immigrant victims with legal status in the US, legal permanent residents, and domestic victims. IRC provides

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

an array of services including: case management, food, housing, medical care, dental care, mental health services, and legal assistance. Many services are accessed in partnership with other providers. IRC will access emergency and long-term housing for victims of trafficking through relationships with a variety of local housing providers, including finding safe, appropriate housing for male and female victims and families as it has done in the past. IRC will access medical and dental care through Jackson Memorial Hospital and Safe Space; legal services for immigrant victims through VIDA Legal Assistance, Inc. and AI Justice; mental health services through community agencies and pro bono providers; interpretation/translation through the extensive linguistic capacity of IRC English classes and job training through local providers; and life skills training through workshops in place at Kristi House. Additionally, IRC has a strong relationship with Miami-Dade County's Coordinated Victim's Assistance Center (CVAC), which received U.S. DOJ funds to pilot the family justice model as an approach to serving trafficked persons. Both agencies have co-case managed cases where the expertise of both organizations is needed to address all the needs of survivors. In the case of working with minor victims, a multi-disciplinary approach, which includes the presence of the Florida Department of Children and Families, Kristi House, a partner which specializes in working with commercially sexually exploited youth and other key stakeholders including dependency attorneys and law enforcement is employed to ensure the emotional and physical well-being of the minor is maximized. When working with unaccompanied minors (UACS), IRC looks to the post release services agency for guidance when screening victims as they detailed have information that was shared in detention. This allows IRC to minimize the questioning which causes the minor to have to potentially relive a traumatic experience. The Program Manager will supervise case management of the program and overall

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

work of the anti-trafficking team. Each contracted provider can also contact the Program Manager for technical assistance.

In order to facilitate certification for eligible victims of human trafficking, the IRC works closely with agents and victim advocates at MDPD, the USAO, and HSI to obtain Continued Presence for victims of human trafficking. IRC will also work closely with VIDA Legal Assistance and AI Justice to help program clients obtain T Non-Immigrant Status visa or other forms of immigration relief. MDPD, the USAO, HSI, and other law enforcement partners work with IRC to facilitate law enforcement endorsements of T Non-Immigrant applications for trafficking victims. Once Continued Presence or the T visa is granted, IRC requests certification from HHS and is assists clients in the process after certification. More information on the delivery of services, the comprehensive model and protocols on confidentiality is available on Attachment 15.

**IRC and MDPD's Open Awards** IRC currently receives funding from the DOJ Office for Victims of Crime (OVC) to serve pre-certified victims and domestic victims of human trafficking. That grant award will end on September 30<sup>th</sup>, 2018. Since 2014, MDC's Coordinated Victim's Assistance Center (CVAC) has received from DOJ OVC a total of \$1,500,000 funds to pilot and implement a family justice model as an approach to serving trafficked persons allowing clients to receive all services in-house. Through this funding, MDPD receives a sub-grant to support a Victim Advocate position that works exclusively with CVAC to serve trafficking victims belonging to cases prosecuted by the local SAO and not the South Florida Human Trafficking Task Force. IRC has a strong relationship with CVAC and work together to ensure that services are not duplicated.

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

Kristi House, another IRC partner and new OVC grantee, received funding to provide specialized services including mental health and mentoring to minors and LGBTQ victims of human trafficking in Miami-Dade County. IRC recognizes the impact of this programming and refers survivors that meet their eligibility criteria for these specialized services. Kristi House also refers Miami victims to IRC who require additional assistance beyond those recognized by their OVC grant (e.g., housing, employment, and accessing benefits as well as for survivors who live outside of their geographic region).

**Resource Coordination** The SFHTTF will strategically benefit from leveraging the efforts of numerous ongoing community and legislative initiatives locally and statewide. On March 8, 2012, the Florida Legislature passed two bills authored by South Florida lawmakers dealing with human trafficking: SB 1880, to impose tougher penalties for adults who force children into domestic servitude or the commercial sex trade; and SB 202-the Safe Harbor Act, to ensure that trafficking victims get the help they need through the provision of safe harbors, or emergency shelters. The SFHTTF will leverage investigative opportunities presented by MDPD's active participation in the following programs and initiatives: One Call Can Save A Life Campaign, Miami-Dade Crime Stoppers, MDPD's Child Exploitation Task Force, and Internet Crimes Against Children Task Force. Lastly, IRC was a TVAP grantee as well as a Rescue and Restore (now known as Look Beneath the Surface) recipient in the past. However, all victim services will now be provided through OVC and the current Look Beneath the Surface grantee in Florida is outside the partnership's geographic region.

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

**CAPABILITIES AND COMPETENCIES**

**Staffing Structure / Key Staff Experience and Qualifications** MDPD personnel assigned to the SFHTTF are comprised of a highly trained Police Crime Analyst and 10 detectives from the MDPD Special Victims Bureau Human Trafficking Squad with a cumulative minimum 159 years of investigative experience, knowledge and expertise. : The MDPD Collaborative team will be headed by the field supervisors, Marie Perez, a police sergeant with over 27 years of experience and Rodger Irvine, a police sergeant with over 24 years of experience. Investigations will be staffed by 10 detectives averaging over 16 years of investigative experience. Lieutenant Luis Poveda will provide grant oversight. In this capacity, he will oversee the grant operations and coordinate the training and community outreach public awareness components. The field supervisors and lieutenant will be supported by personnel in the MDPD Special Victims Bureau Sexual Crimes. Major **Christopher Carothers** will be advised of investigations and all other activities, progress, performance, and challenges on a weekly basis. The Major will provide support as necessary through other bureau personnel and when necessary, will secure support from across the MDPD. Data driven research analyses and support will be provided by a Police Crime Analyst Specialist, **Yamile Rodriguez-Cobas**, to assist investigative staff.

The MDPD is recognized nationally as a leader in law enforcement and is accredited by two agencies, the Commission of Accreditation for Law Enforcement Agencies (CALEA) and the Commission for Florida Law Enforcement Accreditation (CFA). The current director of the department is Juan J. Perez. The MDPD provides customary localized police services to the South Florida area via nine police districts (which are larger in staff and residents served than most local



Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

municipal departments), supported by over 35 specialized Bureaus. Resumes and Job descriptions for all key staff are included in Attachment 10.

In-kind personnel resources are outlined in the budget detail and narrative. Grant management for the MDPD is provided by the Fiscal Administration Bureau (FAB). Compliance monitoring conducted by FAB grant management personnel includes maintaining fiscal control, regular monitoring of the grant objectives (operational and financial), and preparing and submitting operational and fiscal reports as required. MDPD's grant management is conducted by a grant manager (police sergeant) and grant accountant.

*Investigating Experience:* In addition to the MDPD staff detailed above, investigative team members of the task force include: the U.S. Attorney, Homeland Security Investigations (HSI), Federal Bureau of Investigations (FBI), a Victim Assistant Coordinator, the Group Supervisor for Human Smuggling and Trafficking; and the United States Attorney's Office, Southern District of Florida. This team regularly meets to review cases and task force performance, identify challenges or other issues, and make necessary protocol adjustments. The HSI Group Supervisor steers the direction of investigations and ensures that they are well coordinated across the team.

*Victim Services Experience:* Since 2002, IRC Miami has established a mission to identify and serve victims of human trafficking, which has been demonstrated through leadership in its local Task Force and its work assisting almost 500 pre-certified, certified, and domestic trafficked persons through OVC and OTIP funding.

Founded in 1933 at the behest of Albert Einstein, the IRC is among the largest humanitarian aid agencies worldwide, helping people whose lives and livelihoods are shattered by conflict and disaster to survive, recover, and gain control of their future through healthcare, infrastructure,

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

learning, and economic support. On the ground in 40 countries across the globe, the IRC also resettles thousands of refugees each year in 26 U.S. cities and has complementary programming to help other vulnerable populations. The IRC resettlement network is vertically integrated; U.S. resettlement offices are branches of the national organization, headquartered in New York. Each office benefits from the support, guidance, and expertise of IRC headquarters while maintaining considerable autonomy in its fundraising, staffing, and operations. IRC's New York headquarters (IRC HQ) will provide technical support for the project including implementation of procedures and financial controls to ensure efficiencies in grants administration and monitoring, and evaluation oversight during all stages of the grant period.

Beginning in October 2018, IRC Atlanta will oversee all programs in Florida, which includes those in Miami. The Finance Manager working on this project will be based out of Atlanta. She will collect and process financial data to provide management, donors, grantors, and others with timely, accurate, and understandable information. She will also work with the Program Manager to ensure that direct assistance is processed and provided to clients. The Finance Manager will ensure compliance with donor regulations and coordinates grants management with IRC headquarters. IRC's national Finance Office is headed by the Chief Financial Officer (CFO), who has overall responsibility for all financial activities.

**Justin Howell** is the Deputy Director and is responsible for the oversight and delivery of all programs offered by IRC Atlanta. Mr. Howell supports a wide variety of office management responsibilities. He will supervise the Program Manager position, which will be based out of Florida. **Caridad Mas-Batchelor** is the Program Manager of the anti-trafficking programming in Florida and will serve as the Caseworker's supervisor. Previously, she served as the Senior

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

Caseworker for the anti-trafficking program in Miami where she provided supervision over the service provision to over 100 victims of labor and sex trafficking and directly provided assistance to 55 victims through OVC and TVAP funding. Ms. Mas-Batchelor has provided technical assistance, and raised awareness to address human trafficking from a trauma-informed approach. The Task Force Coordinator and Caseworker will be hired with input from MDPD and the Task Force. IRC contracts and partners with AI Justice and VIDA Legal Services, Inc. due to their stellar reputation in working with survivors of human trafficking.

*Screening of staff working with minors:* Apart from IRC's strict hiring practices, which include at a minimum of two interviews and reference checks, the agency screens all staff through HireRight. HireRight is a background screening company that conducts criminal background checks and verification checks only every IRC employee. Additionally, the local office checks the applicants under the National Sex Offender Database.

**PLAN FOR COLLECTING THE DATA REQUIRED FOR PERFORMANCE MEASURES** Case management staff from both partner agencies will provide the IRC Program Manager with monthly reports on direct services provided to and accessed for victims of trafficking served under this program. She will ensure the timely collection of the data, as well as the quality and accuracy of the data collected. Staff from the contracted agencies will also submit monthly financial reports, outreach and training reports, and reports on other program activities. The information will be entered into the TIMS Online database by the IRC Caseworker (related to direct services) and Program Manager (related to outreach, training and technical assistance activities) and used to evaluate outcomes, assess performance measures, and evaluate service provision. The final information will be shared with the Task Force Coordinator to ensure quality

Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Program Narrative**

assurance and to populate their own reports. IRC and MDPD will use forms that are provided by the funder and provide those to the Task Force Coordinator for completion of the semester reports. For example, there are forms in the TIMS database that provide information on training, outreach, and technical assistance that will be useful to capture the information needed by the Coordinator. They can also print these and distribute to the relevant parties to gather their data as well. A more detailed evaluation plan is provided in Attachment 6.

## SOUTH FLORIDA HUMAN TRAFFICKING TASK FORCE

Miami-Dade Police Department and International Rescue Committee  
 FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking

### Mandatory and Other Attachments

|   | <b>Page #</b>                    |
|---|----------------------------------|
| <b>ATTACHMENT 3*:</b> Plan for Conducting Proactive Long-Term Investigations of Sex Trafficking and Labor Trafficking | 1                                |
| <b>ATTACHMENT 4:</b> Plan for Delivery of Comprehensive Services for Victims of All Forms of Human Trafficking        | Victim<br>Service<br>Application |
| <b>ATTACHMENT 5:</b> Training Plan  | 10                               |
| <b>ATTACHMENT 6:</b> Plan for Conducting Evaluation/Action Research   | 15                               |
| <b>ATTACHMENT 7:</b> Time-Task Plan   | 27                               |
| <b>ATTACHMENT 8:</b> Budget Detail Worksheet, Budget Narrative, and Key Activity Summary                              | 36                               |
| <b>ATTACHMENT 9:</b> Indirect Cost Rate Agreement   | N/A                              |
| <b>ATTACHMENT 10:</b> Position Descriptions and Resumes   | 46                               |
| <b>ATTACHMENT 11:</b> Task Force MOU  | 134                              |
| <b>ATTACHMENT 12:</b> MOUs and Letters of Intent with Victim Service Partners Assisting in Serving Victims            | 142                              |
| <b>ATTACHMENT 13:</b> Research and Evaluation Independence and Integrity, and Capacity Statement                      | 150                              |
| <b>ATTACHMENT 14:</b> Applicant Disclosure of Pending Applications  | 156                              |
| <b>ATTACHMENT 15:</b> South Florida Human Trafficking Task Force Administrative Documents                             | 158                              |

\*Attachment 1 is the Project Abstract and Attachment 2 is Program Narrative.



# **ATTACHMENT 3**

## **PLAN FOR CONDUCTING PROACTIVE LONG-TERM INVESTIGATIONS OF SEX TRAFFICKING AND LABOR TRAFFICKING**

**Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
Attachment 3: Plan for Conducting Proactive Long-Term Investigations  
of Sex Trafficking and Labor Trafficking**

MDPD has an established investigative protocol that was developed and implemented in collaboration with its key South Florida Human Trafficking Task Force partners including the HSI and the U.S Attorney's Office. The protocol encourages both proactive and reactive investigations regarding all forms of human trafficking crimes and identifies appropriate partner agencies in accordance with each respective type of trafficking under investigation.

MDPD human trafficking investigators are trained to proactively look for signs of trafficking or intelligence that could lead them to the trafficker and or pimps, i.e. constant controlling of the victim through physical violence, fear, intimidation, coercion or for victims who are being transported to various locations to work. The safety of the human trafficking victim is of paramount concern to MDPD once a victim has been identified. The investigative process for identifying and rescuing victims, along with the successful prosecution of traffickers and/or pimps, always begins with the wellbeing of the victim in mind. Tips and/or investigative case leads often originate via Cybertips from the National Center for Missing and Exploited Children (NCMEC), Polaris tips, Crime-Stoppers, Department of Children and Families (DCF) intake reports or anonymous Special Victims Bureau tips received from concerned citizens. There are instances where rescued victims are willing to cooperate with investigators in local and federal cases. Many investigations are initiated by the identification of a potential juvenile trafficking victims. In these cases, through the proposed training strategy and an existing partnership with the Miami-Dade County Juvenile Services Department, MDPD will ensure that juvenile trafficking victims are not misidentified as delinquents and wrongly prosecuted as prostitutes, another key finding resulting from lack of training and awareness among first responders.

**Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
Attachment 3: Plan for Conducting Proactive Long-Term Investigations  
of Sex Trafficking and Labor Trafficking**

As a result of recent organizational restructuring, the Human Trafficking Squad benefits from one dedicated Police Crime Analyst Specialist (PCAS) who are available to work on grant related activities. PCAS analyze, gather, and share research-driven data and reports to assist MDPD investigative personnel who, in turn, will work with the South Florida Human Trafficking Task Force's investigative team. Monetary resources have been allocated to the grant budget accordingly to ensure the availability and commitment of intelligence staff, as needed, is provided throughout the grant initiative.

The MDPD Special Victims Bureau's Human Trafficking (HT) Squad often receives tips of potential victims of sex trafficking. In order to recover or remove the victims from harm, MDPD will prepare undercover operations plan. MDPD will conduct a joint undercover operation with Homeland Security Investigations (HSI).

MDPD, along with HSI, will schedule an out-call or in-call undercover operation depending upon the online posting. The objective of the operation is to locate and recover the victims that are being sexually exploited and arrest the offenders responsible for their commercial exploitation. These operations are normally conducted after normal business hours and can extend late into the evening. The operation entails having an undercover (UC) detective contact the suspected victims that are being advertised on the various internet sites, and schedule a "date." If an out-call operation is conducted, MDPD will locate a hotel where the operation can take place. HT detectives will contact MDPD Technical Support and have video surveillance installed in the room for officer safety and evidence gathering. MDPD will have plain clothes detectives assigned to surveil the lobby in order to identify the potential victims and determine if they are being escorted by the human trafficker/pimp. Additionally, plain clothes detectives are needed in the



**Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
Attachment 3: Plan for Conducting Proactive Long-Term Investigations  
of Sex Trafficking and Labor Trafficking**

parking lot of the hotel in order to determine if the victim is alone or being escorted. MDPD detectives will allow the victims to make contact with the UC. If the victims are accompanied by the human trafficker/pimp, the plain clothes detectives will conduct a takedown and arrest the offender.

MDPD utilizes at least four (4) detectives who are stationed in the parking lot of the hotel. This ensures officer safety in the event of multiple, armed subjects. The officers are also responsible for conducting surveillance to determine if the victims are dropped off or if the driver remains in the area. The detectives in the parking lot maintain a visual surveillance of the vehicle and its driver. Once the victims enter the hotel, detectives approach the occupants of the vehicle and determine if an arrest is made. On occasions when the vehicle leaves the parking lot after transporting the victim, detectives follow vehicle and conduct a traffic stop in order to investigate the occupants' role in the trafficking. The undercover operations require a minimum staffing of one (1) Lieutenant, two (2) sergeants and ten (10) detectives.

A Project Manager staffed at 1.0 FTE funded entirely by the proposed grant award and employed by IRC, will support all investigative task force interagency activities and be devoted to task force operations, collaborations, and support task enforcement management activities, in accordance with human trafficking task force model best practices.

Investigative protocols associated with investigative responses to potential human trafficking victims are also outlined in the protocol and are described in further detail below. Upon encountering a potential victim of human trafficking, MDPD investigators must first check the victim for injuries and provide them with medical attention accordingly by contacting medical staff. Investigators must proceed to contact a South Florida Human Trafficking Task Force

**Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
Attachment 3: Plan for Conducting Proactive Long-Term Investigations  
of Sex Trafficking and Labor Trafficking**

Member Agency immediately. In the case of Miami-Dade County, the investigator calls the local Homeland Security Investigations (HSI) office. In all cases where minors are involved, investigators must call the Florida Department of Children and Families. In all cases, the Miami U.S. Attorney's Office must be contacted as well. If later, a federal prosecution is not accepted, the case is then presented to the local state attorney's office. Once these calls are made, at least two persons must be designated to extensively interview the victim. One person should always serve as a witness. In most cases, this person will be a victim advocate (VA).

MDPD follows the interview protocol outlined in the South Florida Human Trafficking Task Force Operation Manual, which utilizes a trauma-informed, victim-centered approach. The protocol directs investigators to always make sure the victim's needs are met prior to beginning the interview. This may involve providing them food, clothing medical attention, shelter, etc., which can be provided through the VA or social service partner. All victims of sexual exploitation must be referred to the Rape Treatment Center at Jackson Memorial Hospital for a medical examination. It is strongly recommended that interviewers show genuine interest in a victim's well-being in order to gain their trust and cooperation. For this same reason, it is important that at least one of the interviewers have a good rapport with the victim. Interviewers must also wear casual clothing with no visible firearms so as to help gain their cooperation and lessen their fears associated with immigration deportation or sex-trafficking prosecution. It is important to treat all victims as "victims" and not criminals. Where ever possible, interviews should not take place at the location where the victim(s) was victimized. It is not uncommon for victims to be found together with non-victims as traffickers employ both types. As such it is the interviewer's responsibility to determine whether or not the interviewee is a victim. As a result, victims should

**Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
Attachment 3: Plan for Conducting Proactive Long-Term Investigations  
of Sex Trafficking and Labor Trafficking**

not be interviewed together and interpreters must be a neutral party, not from the same community as the victim. Interviewers should never; record or videotape a victim's statement; ask the victim to submit a written statement; or interrupt the interview on suspicion of lying. Patience should always be exhibited as it may take a long while for the victim to overcome their trauma and become forthcoming with their testimony. It is important that the interviewer focus on general and background questions before pressing statements about their involvement in traumatic, and humiliating, and/or illegal activity. Questions that should always be avoided are: "Are you a victim of human trafficking; Was your freedom restricted; Were you forced to be a slave?" Phrasing questions in an open-ended format, allows them to tell their story. Immigration documents should not be requested until after the interview. In addition to earning and maintaining the victim's trust through these victim-centered practices, it is critical to develop corroboration for the victim's account.

In order to recover or remove the victim from harm, MDPD will prepare undercover operations plan. MDPD will conduct a joint undercover operation with Homeland Security Investigations (HSI). MDPD, along with HSI, will schedule an undercover operation depending upon the information gathered. The objective of the operation is to locate and recover the victims that are being labor trafficked (such as forced labor through threats, domestic servitude, and forced labor in inhumane conditions), and arrest the offenders responsible for their exploitation. These operations are normally conducted during normal business hours and can extend late into the evening.

The undercover operations require a minimum staffing of a Lieutenant, two (2) sergeants and ten (10) detectives. The operation entails having an undercover (UC) detective contact the

**Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
Attachment 3: Plan for Conducting Proactive Long-Term Investigations  
of Sex Trafficking and Labor Trafficking**

suspected person(s) and/or establishments (i.e. Businesses) that are forcing labor trafficking, and schedule a date and time to attempt in gaining employment and/or illegal documents for the illegal employment. If an undercover operation is conducted, MDPD will locate the location where the operation will take place. HT detectives will contact MDPD Technical Support and have video surveillance placed on the officer and the immediate area (if permitted), for officer safety and evidence gathering. MDPD will have plain clothes detectives assigned to surveil the area in order to identify the potential victims and determine if they are being exploited by the recruiters, contractors, employers, etc. Additionally, plain clothes detectives are needed in the immediate area in order to determine if the recruiters, contractors, employers, etc., are alone or any possibility of identifying further victims. MDPD detectives will allow the recruiters, contractors, employers, etc., to make contact with the UC. Once the UC has been employed via illegal documentation, and/or threatened with violence/living conditions, the plain clothes detectives will conduct a takedown and arrest the offender and/or offenders.

MDPD utilizes at least four (4) detectives who are stationed in the parking lot of the location. This ensures officer safety in the event of multiple, armed subjects. The officers are also responsible for conducting surveillance to determine if the recruiters, contractors, employers, etc., are dropped off or if the driver remains in the area. The detectives in the parking lot maintain a visual surveillance of the vehicle and its driver. Once the subjects have been detained, detectives approach the occupants of the vehicle and determine if an arrest is made. On occasions when the vehicle leaves the parking lot after transporting the recruiters, contractors, employers, etc., detectives follow vehicle and conduct a traffic stop in order to investigate the occupants' role in the labor trafficking.

**Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
Attachment 3: Plan for Conducting Proactive Long-Term Investigations  
of Sex Trafficking and Labor Trafficking**

Proactive case identification is a primary goal of the task force to successfully rescue victims and prosecute traffickers. Experience has demonstrated that human trafficking is a hidden crime, whose victims are frequently isolated and intimidated in a manner that prevents them from escaping and reporting to law enforcement. Therefore, implementation of a proactive case identification strategy is critical.

The strategies and operations utilized to investigate these cases are normally formulated based on the particular human trafficking threats and characteristics of the vulnerable populations in the relevant locality. Community outreach and coordination by task force members is essential to identifying potential victims, however; an outreach and case identification strategy does, at a minimum, include outreach and coordination with entities that typically have contact with potentially vulnerable sectors of the community, such as low-wage workers, immigrant crime victims, sexually exploited minors, and sexually exploited migrant populations. The SFHTTF's outreach and coordination strategy focuses on the governmental and non-governmental entities including MDPD and IRC meeting periodically to discuss vulnerable populations, referral protocols and training approaches.

# **ATTACHMENT 4**

**PLAN FOR DELIVERY OF COMPREHENSIVE SERVICES  
FOR VICTIMS OF ALL FORMS OF HUMAN TRAFFICKING**

**VICTIM SERVICE APPLICATION**

# **ATTACHMENT 5**

## **TRAINING PLAN**

**Miami-Dade Police Department and International Rescue Committee  
 FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
 Attachment 5: Training Plan**

The Miami-Dade Police Department (MDPD) and International Rescue Committee (IRC), collaboratively with the South Florida Human Trafficking Task Force (SFHTTF), will continue to provide victim-centered and trauma-informed outreach and training to law enforcement agencies, community based organizations (CBOs), health care providers, victim advocates, social service providers, shelter staff, community groups, and others. Collaboratively, they will participate in a minimum of 2-3 training and public awareness events monthly, for a minimum 24 activities annually, in order to raise awareness and increase overall capacity in the identification of all victims of human trafficking. These activities include those hosted by the task force to welcome the community and new stakeholders as well as those trainings and outreach activities requested by agencies and organizations in South Florida. The Task Force Coordinator will be responsible for tracking training deliverables, e.g. workshops and presentations conducted, and compiling participant survey results for project evaluation. Approximately 30% FTE of the Coordinator’s time will be dedicated to training activities. 2.73 percent of IRC’s and 19.68 percent of MDPD’s total program budget is allocated to training activities e.g. conducting/hosting local trainings for key stakeholders; providing professional development opportunities, etc.

**MDPD Training Budget**

|  |           |               |
|--|-----------|---------------|
| Kurtis Lueck, Detective (3% FTE x Annual Salary x 3 years)   | \$        | 8,703         |
| Hector Arreola, Detective (3% FTE x Annual Salary x 3 years) | \$        | 9,242         |
| Albert Bonilla, Detective (3% FTE x Annual Salary x 3 years) | \$        | 9,219         |
| Total Fringe   | \$        | 7,039         |
| <b>Total Training Budget</b>                                 | <b>\$</b> | <b>27,165</b> |

**IRC Training Budget**

|  |           |               |
|--|-----------|---------------|
| 15% of IRC Program Manager Worker's time   | \$        | 9,370         |
| 15% of IRC Program Manager Worker's fringe | \$        | 2,600         |
| Training-related Travel \$4,158            |           |               |
| <b>Total Training Budget</b>               | <b>\$</b> | <b>16,128</b> |

*Training and Outreach Goals*



**Miami-Dade Police Department and International Rescue Committee**  
**FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking**  
**Attachment 5: Training Plan**

**Goal 1:** The first of the Task Force's goals is to create and strengthen its members' training efforts by creating a standardized training presentation, along with corresponding participant surveys that can be seamlessly used across all member agencies. While the presentation can be customized to fit the requests, the purpose is to have a unified voice between the task force stakeholders. Distributing uniform presentations and surveys will help ensure the quality of the trainings and materials that are being distributed by individual agencies. To ensure that the presentations and surveys are used correctly, the Task Force leadership team will host a train-the-trainers' workshop.

**Goal 2:** Historically, many client referrals have resulted from training and outreach event participants. As a result, the MDPD/IRC and the Task Force intend to increase the quantity of presentations/trainings conducted in an effort to broaden its reach at the same time target groups that victims have come in contact with during their exploitation. A Speaker's Bureau will also be created, led by the Task Force coordinator, to create capacity and have enough trainers to provide trainings to critical sectors with high-turnover rates, particularly first responders. They will call upon designated IRC and MDPD staff, such as the IRC Program Manager, and members from the Task Force who join the Speaker's Bureau. These members will engage targeted audiences after undergoing instruction on delivering presentations and participating in a train-the-trainers session. The use of standardized surveys will allow for better data collection and analysis, which will help identify any existing gaps in training as well as methods for improvement.

**Goal 3:** IRC and the contracted agencies will continue to conduct regular trainings on topics such as victim identification, investigation, and prosecution of trafficking cases, working with immigrant victims and commercially sexually exploited children and collaborating with law enforcement and service providers. This collaborative SHHTTF will continue to target key

**Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
Attachment 5: Training Plan**

stakeholders and people who serve in positions likely to come in contact with victims of trafficking for training. Exceeding all training goals during the FY 2012 Enhanced Collaborative Model to Combat Human Trafficking grant performance period, MDPD presented outreach to 9,635 sworn police officers, 3,686 K-12 students, 260 college students, and 1,785 community stakeholders.

**Professional Development Opportunities** Grant funds will enable MDPD, IRC Miami and contractors to engage in an array of professional development opportunities, e.g. U.S. Department of Justice, Freedom Network Conference, and Conference calls/webinars sponsored by Department of Justice Office for Victims of Crime, Department of Health and Human Services, etc. The IRC Program Manager, MDPD, and Task Force Coordinator will look for training opportunities on trauma-informed service, serving victims of crime, and other related topics. An IRC staff member (Program Manager or other designee) will attend the OVC discretionary grantee meeting. Similarly, four MDPD representatives will attend the DOJ-sponsored trafficking task force meeting and the kick-off discretionary grantee meeting. Due to funding limitations, not all task force members and staff will be able to attend conferences. All opportunities will be shared with the Task Force members, particularly those that are no cost. Each attendee will report on their learning experience during the following task force meeting to discuss any lessons learned, best practices, and share resources.

**Timeline**

| Responsible Party                                | Objectives, Activities, and Products  | YR-1 | YR-2 | YR-3 |
|--|---|------|------|------|
| <b>Staff Development Training</b>                |   |      |      |      |
| IRC Miami / MDPD                                 | Participate in monthly OVC grantee conference call for staff training opportunities   | X    | X    | X    |
| IRC Miami / MDPD/ SFHTTF Coordinator and Members | Participate in regular webinar or conference call trainings provided by agencies such as HHS Rescue & Restore (now known as Look Beneath the Surface), OVC TTAC, and other programs | X    | X    | X    |
| IRC Mia/MDPD/ SFHTTF. Coordinator and Members    | Attend South Florida Human Trafficking Task Force meetings and local coalitions meeting   | X    | X    | X    |
| IRC/ SFHTTF Members/Contracted Partners          | Attend Annual Freedom Network Conference (Qtr. 2 each year)   | X    | X    | X    |

**Miami-Dade Police Department and International Rescue Committee  
 FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
 Attachment 5: Training Plan**

|   |   |     |   |   |
|---|---|-----|---|---|
| IRC Program Manager and MDPD  | Attend one OJP/DOJ sponsored trafficking task force training  | TBD |   |   |
| IRC Program Manager and MDPD  | Attend one Enhanced Collaborative Model Task Force kickoff meeting or grantee meeting   | TBD |   |   |
| IRC Program Manager   | Attend three OVC grantee meetings   | X   | X | X |
| IRC Miami / MDPD/ SFHTTF Coordinator & Members/ Contracted Partners     | Attend local and regional conferences on serving victims and related topics as available  | X   | X | X |
| <b>Human Trafficking Training Provision</b>                             |   |     |   |   |
| IRC Miami / MDPD/ SFHTTF Coordinator                                    | Present 24 trainings a year on average to stakeholders in a position to identify trafficking victims and build community capacity to respond to human trafficking | X   | X | X |
| IRC Miami / MDPD/ SFHTTF Coordinator                                    | Collaboratively provide HT training representing content in different aspects of victim assistance and case investigation (Biannually)                            | X   | X | X |
| IRC Miami / MDPD/ SFHTTF Coordinator                                    | Engage new partners through training and outreach to identify and serve victims of trafficking (ongoing)  | X   | X | X |
| <b>Human Trafficking Outreach Material Development and Distribution</b> |   |     |   |   |
| IRC Miami / MDPD/ SFHTTF Coordinator                                    | Develop outreach material   | X   |   |   |
| IRC Miami / MDPD/ SFHTTF Coordinator and Members                        | Conduct focus groups to ensure the effectiveness and impact of proposed material  | X   |   |   |
| SFHTTF Coordinator  | Maintain and update the South Florida Human Trafficking Task Force website  | X   | X | X |
| IRC Miami / MDPD/ SFHTTF Coordinator and Members                        | Disseminate outreach material   | X   | X | X |

# **ATTACHMENT 6**

## **PLAN FOR CONDUCTING EVALUATION/ACTION RESEARCH**

**Miami-Dade Police Department and International Rescue Committee**  
**FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking**  
**Attachment 6: Plan for Conducting Evaluation/Action Research**

**Description of Proposed Action Research Consultant**

In line with an action research framework, we have built an evaluation team with members from both lead organizations, a designated Task Force Coordinator that will facilitate communication between team and task force members, and an outside evaluator from a local Research Level I university with experience in participatory evaluation research as well as trauma-informed care and healthy development after childhood trauma. Specifically, Nicole Fava, PhD, MSW, from Florida International University's (FIU) Robert Stempel College of Public Health & Social Work will be the lead evaluator. This evaluation plan was developed in collaboration with the lead law enforcement and service partner for this proposal. Dr. Fava will oversee the implementation of this evaluation plan and supervise data collection activities of the task force coordinator and task force partners to ensure the quality of the data collection. Throughout implementation, there will be open channels of communication whereby Dr. Fava can provide and receive feedback to and from practitioner agencies in order to refine strategies and identify roadblocks and challenges as they occur during the project. Dr. Fava has advanced training in social work and interdisciplinary research (e.g., psychology, public health, nursing), experience conducting patient-centered community-based participatory research<sup>1</sup>, and has collaborated with the current law enforcement agency in the past. In addition, through the law agency partner, a Police Crime Analyst Specialist, will provide the task force with have immediate access to intelligence and research resources. Through the service agency, there will be one Caseworker, one Program Manager, and the Task Force Coordinator working on the project and helping to

---

<sup>1</sup> Fava, N.M., Munro, M.L., Felicetti, I.L., Darling-Fisher, C.S., Pardee, M., Helman, A., Trucco, E.M., & Martyn, K.K. (2016). Patient-Centered Participatory Research in Three Health Clinics: Benefits, Challenges, and Lessons Learned. *Western Journal of Nursing Research*, 38, 1509-1530. doi: 10.1177/0193945916654665

**Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
Attachment 6: Plan for Conducting Evaluation/Action Research**

collect, manage, and report data to the task force members.

Through this proposal, we are adopting an action research framework which will allow our team to redirect efforts when necessary based on the consistent feedback and communication between partners in order to achieve the goals of this project more efficiently. The performance measures outlined for this funding call have been included in our evaluation plan and will be detailed in more detail below. We are not conducting research beyond efforts to make internal improvements to our program and services for victims of human trafficking in Miami-Dade County and surrounding counties. The data that is collected will be reported using OVC's Trafficking Information Management System (TIMS) and BJA's Performance Measurement Tool (PMT), which are required as part of this grant. In addition, some intermediate data recording steps will be taken to ensure accuracy and promote ease of sharing information with task force partners (e.g., MOU logs, meeting attendance logs). The entry of data into TIMS and PMT, as well as the upkeep of the logs will be maintained by the Caseworker and Program Manager, monitored by the Task Force Program Coordinator, and checked for quality and consistency by the Evaluator.

**Qualifications of the Consultant**

Dr. Nicole Fava is an Assistant Professor at FIU in the Robert Stempel College of Public Health & Social Work and has experience with both federally and foundation funded projects. Her research expertise and practice experience focus on trauma-informed care and healthy development in the wake of trauma, especially as it relates to sexual health. Dr. Fava's research is informed by models of community-based participatory research, and she also has training in participatory action research models as well. Recently, Dr. Fava was recognized as an Emerging Scholar by the international research association, Society for Research on Adolescence (November, 2017), and she participated in a highly competitive Summer Research Institute for

**Miami-Dade Police Department and International Rescue Committee**  
**FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking**  
**Attachment 6: Plan for Conducting Evaluation/Action Research**

early career researchers in the field of child abuse and neglect at the National Institute of Child Health and Human Development (May, 2017). Dr. Fava was 1 of 15 individuals selected for this Institute out of a pool of over 70 applicants. Along with being faculty in the School of Social Work, Dr. Fava is also affiliated faculty with the Center for Children and Families (CCF) and the Women's and Gender Institute at FIU. Here, she is working with administrative and clinical staff to build capacity within the CCF for systematic trauma-informed assessments and evidence-based trauma-specific interventions for youth and families. With funding from The Children's Trust, a local foundation in Miami, FL, Dr. Fava is in the second year of an implementation project wherein clinicians at three different community agencies have already been trained in Trauma-Focused Cognitive Behavioral Therapy and are implementing the intervention with youth and families throughout Miami-Dade County. In addition, Dr. Fava is also serving as a research consultant on a trauma-informed services grant utilizing a participatory research framework with the Advocacy Network on Disabilities, a local services organization in Miami, FL.

Dr. Fava is also engaged with the local community through regular invited speaking events. For example, Dr. Fava was recently invited by 1) Miami's Women of Tomorrow to present on trauma-informed care and the impact of trauma on development at an event for their Mentors Program (April, 2018), 2) the coordinators of MICAMH, an international conference on child and adolescent development (February, 2018), to present about trauma-informed sexuality education, 3) the CCF to speak to parents about how they could talk to their children about healthy sexuality, and 4) the Community Based Care Alliance in Miami, FL to speak at their monthly Full Board of Directors Meeting (November, 2016) and Regional Conference (December, 2016) about trauma-informed care and ways to promote healthy development after trauma in childhood. Before joining FIU, Dr. Fava received training in community-based participatory research, intervention

**Miami-Dade Police Department and International Rescue Committee**  
**FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking**  
**Attachment 6: Plan for Conducting Evaluation/Action Research**

development, and program evaluation through her graduate and post-graduate work. When living in Buffalo, NY, Dr. Fava created the core training section on childhood trauma for all New York State Child Welfare workers. She has also published in leading journals in the areas of childhood trauma's impact on development, sexual health, parenting, mental health, trauma-informed sexuality education, and community-based participatory research methods.

Dr. Fava will supervise the program evaluation component of this proposal. Although Dr. Fava has the knowledge and skills to conduct a successful evaluation, it would not be complete without the input and collaboration of the other team members who will be gaining firsthand knowledge of the issues presented by local conditions and individual experiences of workers and victims.

**Key staff involved in action research activities.** IRC and Law Enforcement Staff: Five percent of IRC's and MDPD's total program budget is allocated for the purpose of data collection and evaluation. Dr. Fava, a research assistant, Program Manager, Caseworker, a Task Force Coordinator, and IRC and MDPD staff will collect all required data to support the required performance measures of this grant. As both lead agencies have received DOJ funding in the past, both are familiar with the U.S. Department of Justice (DOJ) Human Trafficking Reporting System, PMT, and TIMS. Therefore, they are familiar with relevant DOJ procedures to upload data to this software application on a routine basis.

MDPD will implement a plan to enter data on a monthly basis into PMT, both to create records for new incidents and investigations as well as to update existing records. This will in accordance with the timeline outlined in the call for funding but will also support an action research approach wherein progress can be informed by data close in proximity rather than waiting for a semi-annual or annual report, for example. The ten MDPD Detectives assigned to human



**Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
Attachment 6: Plan for Conducting Evaluation/Action Research**

trafficking investigations (identified on budget) will provide data as necessary. On a monthly basis, the MDPD Crime Analyst will collate and enter the gathered data onto a spreadsheet created specifically to record all types of human trafficking cases, both international and domestic as well as labor and sex trafficking. The data collected will include cases investigated; new, potential, and actual victims recovered; and subjects arrested. Detectives will summarize data and submit reports with respective statistical data to their supervisors for review and verification. Once supervisors approve the data, the Field Supervisor will enter the data into the PMT system. This information will also be shared with the full evaluation team and at task force meetings when relevant. It will serve as a channel for open communication and potential problem solving if needed.

The IRC currently uses the DOJ Trafficking Information Management System (TIMS) Online to collect data and is familiar with relevant DOJ procedures. The Program Manager and Caseworker at IRC will be responsible for collecting and inputting all staff and victim information (e.g., service partners, collaborative partnerships, training activities) into TIMS Online. This data which is collected by OVC every six months will be used to generate reports that are uploaded into GMS. In addition, there will be a system to check the accurate inputting of data, which will involve members of the evaluation team. For example, data from logs (e.g., MOUs, training attendance numbers) will be inputted into the program database and TIMS or PMT. The data in TIMS and PMT will then be checked by the Task Force Coordinator, and then reviewed by Dr. Fava.

**Basic Methodology and Timeline**

Action research activities will occur throughout the lifespan of this grant, and they will also be reported to OVC in our annual report, in accordance with this call for funding guidelines. This will not only include reports about progress on performance measures, but also when action

**Miami-Dade Police Department and International Rescue Committee  
 FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
 Attachment 6: Plan for Conducting Evaluation/Action Research**

research methods were used, challenges that were addressed, and the results these approaches produced. In addition, we will also include our successes, challenges, and recommendations in the annual report as outlined in this call for funding. Program evaluation activities will take place regularly throughout the duration of this grant. Below is a table of the timeline of general evaluation activities.

| <b>Evaluation activity</b>                                   | <b>Implementation date and/or frequency of activity</b> |
|--|---|
| Generate statistical reports on various performance measures | Monthly, quarterly, semi-annually, and at final report  |
| Implement training sign-in sheets                            | Every training event                                    |
| Quality assurance activities                                 | From initiation to final report                         |
| Action research activities                                   | From initiation to final report                         |
| Analyze data and enter data using TIMS and PMT               | Monthly and Every required reporting period             |

Dr. Fava and the Task Force Coordinator will produce an initial 6-month report to be shared with all task force members to inform and/or modify strategies and operations as needed early in the timeline of this project. Subsequent reports of this nature will be shared on an annual basis with task force members (or more frequently when needed). The Task Force Coordinator and Research Assistant will assist Dr. Fava with the production of reports. Dr. Fava will also write a final report at the end of the grant period demonstrating task force effectiveness, performance, outcomes, action research activities implemented, challenges faced, and lessons learned, as well as successes and recommendations.

**Miami-Dade Police Department and International Rescue Committee  
 FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
 Attachment 6: Plan for Conducting Evaluation/Action Research**

**Description of the Budget**

*Evaluation Budget Costs*

| <b>Cost</b>               | <b>Amount</b>   | <b>Description</b>                                      |
|---------------------------|---|---|
| <b>Evaluator</b>          | \$14,850.05 (year 1)<br>\$15,201.18 (year 2)<br>\$15,700.82 (year 3)                                  | Salary and wages plus fringe                            |
| <b>Research Assistant</b> | \$7,832.35 (year 1)<br>\$7,832.35 (year 2)<br>\$7,832.35 (year 3)                                     | Salary and wage plus fringe @ \$15/hr for 10 hours/week |
| <b>Totals</b>             | \$24,950.63 (year 1)<br>\$25,336.88 (year 2)<br>\$25,886.49 (year 3)<br><hr/> \$76,174.00 (all years) | Total direct and indirect costs                         |

The proposed cost for the implementation of the evaluation plan will be \$76,174.00 total across all three years of the grant. The existing data collection infrastructure gained by the partnership of MDPD, IRC, and FIU will be capitalized on and enhanced, thus there are no equipment or software costs. The evaluation costs for this project are associated with the time that Dr. Fava will spend supervising the Caseworker, Task Force Coordinator, and Research Assistant to implement the action research evaluation plan, analyzing data, and writing reports.

**Outcome Evaluation Measures and Procedures**

The measures and procedures used to evaluate the proposed project are described below in the tables to provide some examples of how different performance measures of this proposal will be measured and tracked. This is not an exhaustive representation. These adhere to an action research model. The overarching goals of the proposed project align with the overall goals of the program solicitation: 1) To identify victims of all types of human trafficking within specific geographic areas; 2) To engage in proactive victim-centered investigations and prosecutions of

**Miami-Dade Police Department and International Rescue Committee  
 FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
 Attachment 6: Plan for Conducting Evaluation/Action Research**

sex and labor trafficking cases at the local, state, tribal, and federal levels; and 3) To address the individualized needs of trafficking victims through the provision of a comprehensive array of quality services. In addition to TIMS and PMT, data collection methods will involve the use of Excel databases and paper logs to capture certain data (e.g., sign-in sheets for training activities). Dr. Fava and the Task Force Coordinator will develop these logs and spreadsheets and then get feedback from other members of the evaluation team. Dr. Fava and the evaluation team will conduct data analysis on performance measures on a quarterly, semi-annual, and annual basis in line with this call for funding. Monthly reports will be shared at relevant task force meetings in order to keep the channels of communication and feedback open. The measures and procedures described herein are aimed at assessing the short- and long-term outcomes.

*Objective 1:* Establish and sustain effective task force leadership and a structure to support the successful identification of victims of all forms of human trafficking; service delivery; and investigation and prosecution of trafficking perpetrators.

| Performance Measure  | Data-base | Data grantee provides   | Data Collection tools  | Responsible staff      |
|--|-----------|---|--|------------------------|
| Number of agencies and organizations that commit participation formally via an MOU | PMT       | - # of task force members participating via MOU<br>- % of agencies broken down by agency type<br>- % of task forces that have adequate task force membership and leadership                     | -MOU log including name and type of agency; clients served; role of leadership in the task force<br><br>- Excel spreadsheet<br><br>- PMT | Task Force Coordinator |
| Number of activities and deliverables that meet OVC & BJA expectations             | PMT       | Number of protocols adopted or updated by the task force, broken down by topic or type of protocol.<br><br>Number of task force and subcommittee meetings held, broken down by type of meeting. | - Task Force meeting minutes<br><br>- Meeting log<br><br>- Activity log<br><br>- PMT   | Task Force Coordinator |

**Miami-Dade Police Department and International Rescue Committee  
 FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
 Attachment 6: Plan for Conducting Evaluation/Action Research**

| Performance Measure   | Data-base | Data grantee provides  | Data Collection tools     | Responsible staff      |
|---|-----------|--|---------------------------|------------------------|
|   |           | Number of task force meetings held that include discussion of data collected by task force members.<br><br>Description of evaluation activities completed by type. |                           |                        |
| Percent of task forces whose members regularly attend meetings. | PMT       | Frequency of meetings held.  | -Meeting log<br><br>- PMT | Task Force Coordinator |

*Objective 2:* Increase the capacity of law enforcement officers, service providers, and other stakeholders in the community to identify and respond to human trafficking victims through training and public awareness activities.

| Performance Measure  | Data-base | Data grantee provides  | Data Collection tools  | Responsible staff          |
|--|-----------|--|--|----------------------------|
| # of trainings events conducted and # of participants receiving the training               | PMT       | # of trainings conducted by law enforcement grantee<br><br># of participants who attend the training   | -PMT<br><br>- Attendance sheet per training including training topic   | Program Coordinator (MDPD) |
|  | TIMS      | # of trainings conducted by victim service grantee<br><br># of participants who attend training  | - TIMS<br><br>- Attendance sheet per training including training topic | Program Manager (IRC)      |
| Number of training materials developed or revised.   | PMT       | Number of new trainings developed, broken down by topic (sex, labor, both).<br><br>Number of trainings revised, broken down by topic (sex, labor, both). | - PMT  | Task Force Coordinator     |
| Percent of task forces that develop community and victim outreach materials and resources. | PMT       | Status of materials and resources (completed, currently drafting, plan on developing).   | - PMT  | Task Force Coordinator     |

**Miami-Dade Police Department and International Rescue Committee  
 FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
 Attachment 6: Plan for Conducting Evaluation/Action Research**

*Objective 3:* Conduct proactive investigations of sex trafficking and labor trafficking, with the goal of successful prosecution at the state or federal level.

| Performance Measure                   | Data-base | Data grantee provides  | Data Collection tools          | Responsible staff          |
|---------------------------------------|-----------|--|--------------------------------|----------------------------|
| # of human trafficking investigations | PMT       | # of new and active human trafficking investigations by type of trafficking and potential victim status. | Investigation logs<br><br>-PMT | Program Coordinator (MDPD) |

*Objective 4:* Provide high-quality comprehensive services for victims of human trafficking.

| Performance Measure                                  | Data-base | Data grantee provides  | Data Collection tools | Responsible staff     |
|--|-----------|--|-----------------------|-----------------------|
| Number of collaborative partners providing services. | TIMS      | Number of collaborative partners serving trafficking victims during the performance period:<br>- by type of organization.<br><br>Number of NEW victims of human trafficking served for the first time during the performance period:<br>- by type of trafficking (sex, labor, or both)<br>- by immigration status of the victim. | TIMS                  | Program Manager (IRC) |
| # of victims served                                  | TIMS      | # of <u>new</u> victims of human trafficking:<br>- by type of trafficking and immigration status<br><br># of total number of trafficking victims served during the performance period  | TIMS                  | Caseworker (IRC)      |
| # of services provided                               | TIMS      | # of services provided to victims of human trafficking:<br>- by service type   | TIMS                  | Caseworker (IRC)      |

**Miami-Dade Police Department and International Rescue Committee  
 FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
 Attachment 6: Plan for Conducting Evaluation/Action Research**

*Objective 5:* Develop plans for the data and develop a process for sharing the data with task force members. Develop and implement a plan for evaluating the effectiveness of the efforts to meet task force goals and objectives.

| <b>Performance Measure</b>   | <b>Data-base</b> | <b>Data grantee provides</b>  | <b>Data Collection tools</b>                       | <b>Responsible staff</b>                        |
|--|------------------|---|--|---|
| Number of task forces funded (Data provided by BJA)  | PMT              | Type of data resources used to inform the task force during the reporting period (e.g., official police call; arrest data; victim service provider data; social media; prosecution data; survey data; research)   | Data log to help track type of data resources used | Task Force Coordinator<br><br>Program Evaluator |
| Percent of task forces that strategically use data as a resource to inform task force activity(ies). | PMT              | Type of activities that used data analysis during the reporting period (e.g., task force decision making; conducting criminal investigations; identification of trafficking victims/perpetrators; planning/conducting short-term operational crime reduction strategies; subcommittees; develop training topics; public awareness outreach) | Data log to help track type of data resources used | Task Force Coordinator<br><br>Program Evaluator |
| Number of grantees (Data provided by BJA)  | PMT              | Phase of the current evaluation as of the last day of the reporting period.   | PMT  | Program Coordinator<br><br>Program Evaluator    |

# **ATTACHMENT 7**

## **TIME-TASK PLAN**



Miami-Dade Police Department and International Rescue Committee  
 FY2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking

Attachment 7: Time-Task Plan

| Goal   | Objective   | Activity   | Due Date     |     |     |     | Grant Year   |     |     |     | Person/Group Responsible |              |     |     |   |      |            |
|--|---|--|--------------|-----|-----|-----|--------------|-----|-----|-----|--------------------------|--------------|-----|-----|---|------|------------|
|  |   |  | Grant Year 1 |     |     |     | Grant Year 2 |     |     |     |                          | Grant Year 3 |     |     |   |      |            |
|  |   |  | Q 1          | Q 2 | Q 3 | Q 4 | Q 1          | Q 2 | Q 3 | Q 4 |                          | Q 1          | Q 2 | Q 3 | Q 4   |      |            |
| 1 The SFHTTF will establish and sustain effective leadership and a structure that will marshal the resources necessary to support the successful identification of victims of all forms of human trafficking, service delivery to the respective individual, in addition to promoting the continuous efforts of investigation and prosecution of trafficking perpetrators. | a. To strengthen and formalize the collective efforts of the primary partners and anticipated new partners within this enhanced SFHTTF;<br><br>b) To gather intelligence, tactically investigate, arrest, and prosecute human traffickers | i. The SFHTTF will continue to expand - gathering new task force partners and provide respective training to in order to identify victims, and provide the appropriate response using an enhanced collaborative model.<br><br>ii. Grant will provide a Human Trafficking Task Force Coordinator<br><br>iii. MOU will be revised and executed to include existing and new partners (victim service providers) and fully implemented the documented collaboration. | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   | MDPD, Human Trafficking Task Force Coordinator, & IRC |      |            |
|  |   |  | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   |   | X    | MDPD & IRC |
|  |   |  | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   |   | X    |            |
|  |   | i. MDPD will systematically investigate tips from community partners such as DCF, NCMCEC, Miami-Dade Crime Stoppers, and other law enforcement agencies.<br><br>ii. Conduct Proactive investigations in order to arrest human traffickers through a  | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   | MDPD  |      |            |
|  |   |  | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   |   | MDPD |            |
|  |   |  | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   |   |      | MDPD       |

Miami-Dade Police Department and International Rescue Committee  
 FY2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Attachment 7: Time-Task Plan**

| Goal | Objective   | Activity  | Due Date     |    |    |    | Grant Year   |    |    |    | Person/Group Responsible |              |    |    |                                      |
|------|---|---|--------------|----|----|----|--------------|----|----|----|--------------------------|--------------|----|----|--------------------------------------|
|      |   |   | Grant Year 1 |    |    |    | Grant Year 2 |    |    |    |                          | Grant Year 3 |    |    |                                      |
|      |   |   | Q1           | Q2 | Q3 | Q4 | Q1           | Q2 | Q3 | Q4 |                          | Q1           | Q2 | Q3 | Q4                                   |
|      |   | multidisciplinary, multijurisdictional team.  | X            | X  | X  | X  | X            | X  | X  | X  | X                        | X            | X  | X  | MDPD                                 |
|      |   | iii. Conduct operations using intelligence, surveillance, etc., together with a collaborative team of investigators and special agents.                             | X            | X  | X  | X  | X            | X  | X  | X  | X                        | X            | X  | X  | MDPD                                 |
|      |   | iv. Collaborate with Group Supervisor from HSI for coordination and oversight, in concert with the U.S. Attorney and the State Attorney for successful prosecution. | X            | X  | X  | X  | X            | X  | X  | X  | X                        | X            | X  | X  | MDPD                                 |
|      | <i>c) To identify 25 potential victims of trafficking per year through the joint agency effort.</i> | i. An individual may be identified through the investigative interviews conducted by MDPD.<br>ii. An individual may be identified via therapeutic assessments.      | X            | X  | X  | X  | X            | X  | X  | X  | X                        | X            | X  | X  | MDPD                                 |
|      | <i>d) Develop a Sustainability Plan</i>   | 1. Collaboratively draft a sustainability plan and amend manual accordingly   | X            | X  | X  | X  | X            | X  | X  | X  | X                        | X            | X  | X  | MDPD, Human Trafficking Coordinator, |

Miami-Dade Police Department and International Rescue Committee  
 FY2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Attachment 7: Time-Task Plan**

| Goal  | Objective   | Activity  | Due Date     |     |     |     | Grant Year   |     |     |     | Person/Group Responsible |              |     |   |  |
|---|---|---|--------------|-----|-----|-----|--------------|-----|-----|-----|--------------------------|--------------|-----|---|--|
|   |   |   | Grant Year 1 |     |     |     | Grant Year 2 |     |     |     |                          | Grant Year 3 |     |   |  |
|   |   |   | Q 1          | Q 2 | Q 3 | Q 4 | Q 1          | Q 2 | Q 3 | Q 4 |                          | Q 1          | Q 2 | Q 3   | Q 4  |
| <b>2. The SFHTTF will make data-driven decisions based on a shared understanding of the prevalence, scope, and nature of human trafficking within the target geographic area.</b> | <i>a. To collect accurate and high quality data from task force members</i>   | i. The Human Trafficking Coordinator, will coordinate with administrative support staff at the funded agencies to ensure that staff at their respective agencies enter information on PIMS and TIMS, respectively.<br><br>ii. The SFHTTF will begin working with Dr. Nicole Fava to develop and carry out the program evaluation - measuring the grant objectives and deliverables outlined on attachment 6.<br><br>iii. The SFHTTF leadership will ensure member participation and provide feedback each quarter on the progress of the evaluation.<br><br>i. Reexamine the current service referral and delivery protocol that ensures victims of all forms of human trafficking receive appropriate, specialized | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | IRC & SFHTTF  |  |
|   |   |   | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   | MDPD, Human Trafficking Coordinator, & IRC |
|   |   |   | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   | X  |
|   | <i>b. Conduct a program evaluation using the collected data to improve the process of identifying victims and serving victims</i> |   | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | MDPD, IRC, SFHTTF Board and Human Trafficking Coordinator |  |
|   |   |   | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | IRC, MDPD, Human Trafficking                              |  |

Miami-Dade Police Department and International Rescue Committee  
 FY2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Attachment 7: Time-Task Plan**

| Goal | Objective | Activity  | Due Date     |     |     |     | Grant Year   |     |     |     | Person/Group Responsible |              |     |     |     |  |
|------|-----------|---|--------------|-----|-----|-----|--------------|-----|-----|-----|--------------------------|--------------|-----|-----|-----|--|
|      |           |   | Grant Year 1 |     |     |     | Grant Year 2 |     |     |     |                          | Grant Year 3 |     |     |     |  |
|      |           |   | Q 1          | Q 2 | Q 3 | Q 4 | Q 1          | Q 2 | Q 3 | Q 4 |                          | Q 1          | Q 2 | Q 3 | Q 4 |  |
|      |           | services without prioritizing one form over the other<br><br>ii. Continuous and rigorous data collection will be facilitated by the use of logs, assessments, interviews, and questionnaires<br><br>iii. Provide timely and effective delivery of victim services while preventing costly duplication through ensuring proper referral sources are utilized<br><br>i. Collect data in a timely manner, with attention to quality and accuracy, provide within weekly meetings<br><br>i. Continuous and rigorous data collection will be facilitated by the use of logs, assessments, interviews, and questionnaires | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   | X   | Coordinator,<br>Dr. Nicole<br>Fava/Evaluator         |
|      |           |   | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   | X   | IRC, MDPD<br>and Human<br>Trafficking<br>Coordinator |
|      |           |   | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   | X   | IRC  |
|      |           |   | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   | X   | IRC, Human<br>Trafficking<br>Coordinator &<br>MDPD   |
|      |           |   | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   | X   | IRC, Human<br>Trafficking<br>Coordinator &<br>MDPD   |

Miami-Dade Police Department and International Rescue Committee  
 FY2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Attachment 7: Time-Task Plan**

| Goal   | Objective  | Activity  | Due Date     |    |    | Grant Year |    |    |    | Person/Group Responsible |    |  |   |
|--|--|---|--------------|----|----|------------|----|----|----|--------------------------|----|--|---|
|  |  |   | Grant Year 1 |    |    | 2          |    | 3  |    |                          |    |  |   |
|  |  |   | Q1           | Q2 | Q3 | Q1         | Q2 | Q1 | Q2 |                          | Q3 | Q4   |   |
| <b>3. The SFHTTF will identify victims of all types of human trafficking through the use of coordinated training, public awareness and outreach efforts, and trauma-informed screening and interview technique</b> | <i>a. To increase capacity of law enforcement officers to identify victims and recognize potential human traffickers</i> | i. Conduct at least 4 train-the-trainer workshops for sworn personnel in Miami-Dade County through partnerships with the Miami-Dade Joint Chief of Police Association and Miami-Dade Fire Rescue Department<br><br>ii. Broadly disseminate Human Trafficking Video at all trainings and outreach events and activities<br><br>iii. Conduct presentations in strategic neighborhoods identified by service providers and task force partners, as well as at the (9) MDPD Districts Community Advisory Committees (CAC). Presentations will be given MDPD personnel through their "Blue Campaign" | X            | X  | X  | X          | X  | X  | X  | X                        | X  | MDPD, Human Trafficking Coordinator & SFHTTF |   |
|  |  |   | X            | X  | X  | X          | X  | X  | X  | X                        | X  |  | X |
|  |  |   | X            | X  | X  | X          | X  | X  | X  | X                        | X  |  | X |
|  | <i>c. To increase law enforcement's role in raising public awareness through outreach</i>                                | i. Develop and widely distribute outreach publications and an updated outreach human trafficking video through internet postings, i.e. Task Force Portal, MDPD Facebook page, MDPD MySpace page; County media communications outlets, etc.  | X            | X  | X  | X          | X  | X  | X  | X                        | X  | MDPD, Human Trafficking Coordinator & SFHTTF |   |
|  |  |   | X            | X  | X  | X          | X  | X  | X  | X                        | X  |  |   |
|  |  |   | X            | X  | X  | X          | X  | X  | X  | X                        | X  |  |   |
|  | <i>d. To encourage positive changes in the community's</i>   |   | X            | X  | X  | X          | X  | X  | X  | X                        | X  | MDPD, Human Trafficking                      |   |
|  |  |   | X            | X  | X  | X          | X  | X  | X  | X                        | X  |  |   |
|  |  |   | X            | X  | X  | X          | X  | X  | X  | X                        | X  |  |   |

Miami-Dade Police Department and International Rescue Committee  
 FY2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Attachment 7: Time-Task Plan**

| Goal  | Objective  | Activity  | Due Date     |     |     |     | Grant Year   |     |     |     | Person/Group Responsible |              |     |     |                                 |
|---|--|---|--------------|-----|-----|-----|--------------|-----|-----|-----|--------------------------|--------------|-----|-----|---------------------------------|
|   |  |   | Grant Year 1 |     |     |     | Grant Year 2 |     |     |     |                          | Grant Year 3 |     |     |                                 |
|   |  |   | Q 1          | Q 2 | Q 3 | Q 4 | Q 1          | Q 2 | Q 3 | Q 4 |                          | Q 1          | Q 2 | Q 3 | Q 4                             |
|   | <i>response to victims of all forms of human trafficking</i>                                 | <p>i. Support the development of local community organizations focused on fighting human trafficking such as the Broward Human Trafficking Coalition.</p> <p>ii. The SFHTTF will be involved in disseminating and gathering information in street outreach, participating in community fairs, and networking with local businesses, faith based organizations, and schools.</p> | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   | Coordinator,<br>IRC &<br>SFHTTF |
| <p><b>4. MDPD via the SFHTTF will conduct proactive investigations of sex trafficking and labor trafficking with the goal of successful prosecution of human trafficking cases at the state or federal level.</b></p> | <p>a. The SFHTTF will provide oversight and supervision for proactive investigations</p>     | <p>i. Host quarterly meetings with both primary and new partners.</p>   | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   | MDPD                            |
|   | <p>b. The SFHTTF will partner with local, state, and federal law enforcement agencies to</p> | <p>ii. Collaborate with Group Supervisor from HSI for coordination and oversight, in concert with the U.S. Attorney and the State Attorney for successful prosecution.</p> <p>i. Conduct Proactive investigations in order to arrest human traffickers</p>  | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   | MDPD                            |

Miami-Dade Police Department and International Rescue Committee  
 FY2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
**Attachment 7: Time-Task Plan**

| Goal  | Objective  | Activity   | Due Date     |    |    |    | Grant Year   |    |    |    | Person/Group Responsible |              |    |    |    |   |   |   |   |   |
|---|--|--|--------------|----|----|----|--------------|----|----|----|--------------------------|--------------|----|----|----|---|---|---|---|---|
|   |  |  | Grant Year 1 |    |    |    | Grant Year 2 |    |    |    |                          | Grant Year 3 |    |    |    |   |   |   |   |   |
|   |  |  | Q1           | Q2 | Q3 | Q4 | Q1           | Q2 | Q3 | Q4 |                          | Q1           | Q2 | Q3 | Q4 |   |   |   |   |   |
|   |  | bring cases to prosecutors<br><br>c. The SFHTTF will successfully track data that can be analyzed to improve the chances of successful prosecution.  |              |    |    |    |              |    |    |    |                          |              |    |    |    |   |   |   |   |   |
| 5. The task force will ensure that a comprehensive array of services are readily available to meet the individualized needs of all victims of human trafficking, including foreign nations and U.S. citizens, of all ages and sexes | a. To assist trafficking victims by offering compressive restorative services that meet victims' individualized needs, while also providing continued presence in the United States<br><br>b. Develop and document a collaborative service referral protocol to ensure that victims of all forms of trafficking receive restorative services | through a multidisciplinary, multijurisdictional team. The MDPD Police Crime Analyst will ensure that all the information is entered on HTRS.<br><br>The IRC will inform community partners of the commencement of the grant and will continue to build relationships and strengthen existing partnerships that will provide victim-centered, culturally appropriate and trauma-informed care.<br><br>IRC will develop a comprehensive service plan after extensive assessment of each victim<br><br>IRC management team will meet in the first quarter to develop a collaborative referral protocol with the feedback of service partners.<br><br>IRC will provide immediate contact, mental health assessment, | X            | X  | X  | X  | X            | X  | X  | X  | X                        | X            | X  | X  | X  | X | X | X | X | IRC (lead), Contracted Providers, South Florida Human Trafficking Task Force (SHHTTF), and Human Trafficking<br><br>IRC Task Force Coordinator<br><br>IRC and Human Trafficking Coordinator |

Miami-Dade Police Department and International Rescue Committee  
 FY2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking

**Attachment 7: Time-Task Plan**

| Goal | Objective  | Activity  | Due Date     |     |     |     | Grant Year   |     |     |     | Person/Group Responsible |              |     |     |     |   |   |     |
|------|--|---|--------------|-----|-----|-----|--------------|-----|-----|-----|--------------------------|--------------|-----|-----|-----|---|---|-----|
|      |  |   | Grant Year 1 |     |     |     | Grant Year 2 |     |     |     |                          | Grant Year 3 |     |     |     |   |   |     |
|      |  |   | Q 1          | Q 2 | Q 3 | Q 4 | Q 1          | Q 2 | Q 3 | Q 4 |                          | Q 1          | Q 2 | Q 3 | Q 4 |   |   |     |
|      |  | trauma-specific services, case planning, case management, and direct referral and follow-up to partners and community providers | X            | X   | X   | X   | X            | X   | X   | X   | X                        | X            | X   | X   | X   | X | X | IRC |
|      | <i>c. Provide victim-centered services to approximately 16 victims of severe forms of human trafficking per year</i> |   |              |     |     |     |              |     |     |     |                          |              |     |     |     |   |   |     |



# ATTACHMENT 8

## BUDGET AND ASSOCIATED DOCUMENTATION

**Miami-Dade Police Department and International Rescue Committee  
 FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
 Attachment 8: Budget Detail Worksheet and Budget Narrative**

**BUDGET SUMMARY**

| <b>BUDGET CATEGORY</b>            | <b>\$</b> | <b>AMOUNT</b>  |
|-----------------------------------|-----------|----------------|
| A. Personnel                      | \$        | 482,356        |
| B. Fringe Benefits                | \$        | 153,369        |
| C. Travel                         | \$        | 28,729         |
| D. Equipment                      | \$        | 0              |
| E. Supplies                       | \$        | 3,375          |
| F. Construction                   | \$        | 0              |
| G. Consultants/Contracts          | \$        | 42,000         |
| H. Other                          | \$        | 0              |
| <b>Total Direct Costs</b>         | <b>\$</b> | <b>712,933</b> |
| I. Indirect Costs                 | \$        | 0              |
| <b>TOTAL PROJECT COSTS</b>        | <b>\$</b> | <b>709,828</b> |
| <b>Federal Request:</b>           | <b>\$</b> | <b>534,700</b> |
| <b>Non-Federal Amount/In Kind</b> | <b>\$</b> | <b>175,128</b> |

**Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
Attachment 8: Budget Detail Worksheet and Budget Narrative**

**BUDGET NARRATIVE**

The purpose of this request for funding in the amount of \$534,700 in federal funds is to continue, enhance, and strengthen the operations of the South Florida Human Trafficking Task Force within the vast Miami-Dade County geographic area, with overlapping impacts anticipated to the entire South Florida region from Monroe County to Broward County. Task Force goals are to: 1) Identify victims of all types of human trafficking within specific geographic areas; 2) Investigate and prosecute sex trafficking and labor trafficking cases at the local, state, tribal, and federal levels; and 3) Address the individualized needs of victims through the provision of a comprehensive array of quality services. Miami-Dade Police Department, as the applicant law enforcement agency in the Miami-Dade Human Trafficking Task Force Collaborative, proposes to accomplish the goals and objectives outlined in the Project Time-Task Plan (Attachment 7) and described in more detail in the Project Narrative.

The grant will budget (federal request) 127 overtime hours each month over 36 months for 10 experienced detectives. Detectives have a collective minimum 175 years of investigative experience and are part of the investigative team of the task force. Also budgeted at 15 OT hours each month over 36 months are” 1 Sergeant (M. Perez); three (3) Detectives (A. Bonilla, K. Lueck, and H. Arreola) and (1) police lieutenant (L. Poveda) to provide day-to-day management of project activities including investigations, trainings, and outreach. Six (6) Detectives are budgeted at 6 OT hours each month over 36 months to provide immediate and ongoing investigative support to the task force at any given moment. One (1) Police Crime Analyst Specialist (Y. Rodriguez) is budgeted at 8 OT hours each month over 36 months to ensure that task force staff and investigators have immediate access to intelligence and research resources and technical outfitting at any given moment in order to utilize data-driven approaches to combat

**Miami-Dade Police Department and International Rescue Committee  
 FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
 Attachment 8: Budget Detail Worksheet and Budget Narrative**

human trafficking. All law enforcement personnel costs budgeted and requested are based on overtime calculations due to the fact that out-call and undercover operations (as described in more detail in Attachment 3) are conducted after normal business hours and requires deployment of all investigative and victim service provider resources budgeted in the grant project budget.

The personnel salary costs requested and budgeted total \$349,833 over the three (3) year grant performance period. Fringe benefit costs budgeted and requested in the amount of \$110,763 and comprise of FICA (.062 x FTE Salary); MICA (.0145 x FTE Salary); and Retirement for Regular Employees (.0847 x FTE Salary) or Retirement for Special Risk Employees such as sworn personnel (.2443 x FTE Salary). Group Life or Health Plan fringe benefits are not calculated for overtime hours. Rates used to calculate fringe benefits are published on p. 35 of the Miami-Dade County FY 2018-19 Operating Budget Submission Manual.<sup>1</sup>

A total in-kind contribution in the amount of \$30,090 has been committed to the project to facilitate the proposed train-the-trainer strategy. The training budget comprises of a 3% annual salary in-kind contribution for Detectives Arreola, Lueck, and Bonilla plus associated FICA, MICA and Retirements fringes as follows:

| <b>MDPD TRAINING BUDGET</b>                                 | <b>YEAR 1</b>  | <b>YEAR 2</b>   | <b>YEAR 3</b>   | <b>TOTAL</b>    |
|---|----------------|-----------------|-----------------|-----------------|
| Hector Arreola, Detective (3% FTE x \$92,022/yr x 3 years)  | \$2,761        | \$2,899         | \$3,044         | \$8,703         |
| Kurtis Lueck, Detective (3% FTE x \$97,723/yr x 3 years)    | \$2,932        | \$3,078         | \$3,232         | \$9,242         |
| Alberto Bonilla, Detective (3% FTE x \$97,483/yr x 3 years) | \$2,924        | \$3,071         | \$3,224         | \$9,219         |
| <b>TOTAL PERSONNEL</b>                                      | <b>\$8,617</b> | <b>\$9,048</b>  | <b>\$9,500</b>  | <b>\$27,165</b> |
| FICA (.062 x FTE Salary)                                    | \$171          | \$180           | \$189           | \$540           |
| MICA (.0145 x FTE Salary)                                   | \$43           | \$45            | \$47            | \$134           |
| Retirement Special Risk Employees (.2443 x FTE Salary)      | \$714          | \$750           | \$788           | \$2,252         |
| <b>TOTAL FRINGE BENEFITS</b>                                | <b>\$928</b>   | <b>\$975</b>    | <b>\$1,023</b>  | <b>\$2,926</b>  |
| <b>TOTAL PERSONNEL AND FRINGE BENEFITS</b>                  | <b>\$9,545</b> | <b>\$10,022</b> | <b>\$10,523</b> | <b>\$30,090</b> |

<sup>1</sup> Miami-Dade County FY 2018-19 Operating Budget Submission Manual is accessible online at <http://www.miamidade.gov/budget/library/fy2018-19/budget-submission-manual.pdf>

**Miami-Dade Police Department and International Rescue Committee**  
**FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking**  
**Attachment 8: Budget Detail Worksheet and Budget Narrative**

Three (3) detectives listed above are also committed to the project at 9-10% FTE over three (3) years as in-kind resources, which comprise the anticipated time that they will spend on the day-to-day investigative activities related to human trafficking cases, and their deployment of the training strategy as included in the section above. Additional staff committed to the project at 5% FTE over three (3) years as in-kind resources include: one (1) Captain (T. White) to provide day-to-day grant management support; and one (1) Major (C. Carothers) to provide day-to-day oversight of all Task Force activities. Total in-kind "Personnel" costs total \$132,522. "Fringe Benefits" for all in-kind personnel costs are budgeted in the amount of \$42,606 and comprise of FICA (.0847 x FTE Salary); MICA (.0145 x FTE Salary); Retirement for Regular Employees (.0847 x FTE Salary) or Retirement for Special Risk Employees such as sworn personnel (.2443 x FTE Salary).<sup>1</sup>

"Travel" is budgeted for 3 members of the collaborative task force team to travel to attend: One mandatory BJA meeting (2 days); three (3) Grantee meetings (2 days) and one DOJ Conference/HT Training for 4 days. The cost of these trips is budgeted at \$28,729 and is calculated as follows:

- 1) One mandatory Task Force kick-off (2 days)- (Air \$335/per. + Lodging \$242 x 2 nights + Meals \$69 x 2 full days + Ground Travel \$50 + Registration \$500/per.) x 3 staff = \$4,521
- 2) National and/or Regional Human Trafficking Task Force Training - (Air \$335/per. + Lodging \$242 x 4 nights + Meals \$69 x 4 full days + Ground Travel \$50 + Registration \$500/per.) x 5 staff = \$10,645
- 3) Three Annual Grantee Meetings (Air \$335/per. + Lodging \$242 x 2 nights + Meals \$69 x 2 full days + Ground Travel \$50 + Registration \$500/per.) x 3 staff x 3 meeting x 3 years = \$13,563

**Miami-Dade Police Department and International Rescue Committee  
 FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
 Attachment 8: Budget Detail Worksheet and Budget Narrative**

“Supplies” costs are budgeted at \$3,375 of the federal request and will be used to print tri-fold four-color brochures for mass distribution (community-wide) in order to facilitate the community outreach strategy aimed at raising community awareness on how to identify potential human trafficking victims.

Under “Contractual” \$42,000 (% of the total request) is allocated at \$14,000 each year to execute a contract with the Project Evaluator, Dr. Nicole Fava, Assistant Professor at Florida International University in the Robert Stempel College of Public Health and Social Work. This \$42,000 contribution from MDPD will be combined with IRC’s contribution of \$34,174 for this activity for a total cumulative program evaluation budget of \$76,174. A breakdown of the evaluation budget is provided below:

| <b>Cost</b>               | <b>Amount</b>                  | <b>Description</b>                                      |
|---------------------------|--------------------------------|---|
| <b>Evaluator</b>          | \$14,850.05 (year 1)           | Salary and wages plus fringe                            |
|                           | \$15,201.18 (year 2)           |   |
|                           | \$15,700.82 (year 3)           |   |
| <b>Research Assistant</b> | \$7,832.35 (year 1)            | Salary and wage plus fringe @ \$15/hr for 10 hours/week |
|                           | \$7,832.35 (year 2)            |   |
|                           | \$7,832.35 (year 3)            |   |
| <b>Totals</b>             | \$24,950.63 (year 1)           | Total direct and indirect costs                         |
|                           | \$25,336.88 (year 2)           |   |
|                           | \$25,886.49 (year 3)           |   |
|                           | <u>\$76,174.00 (all years)</u> |   |

As Lead Evaluator, Dr. Fava will oversee the implementation of the evaluation plan and supervise data collection activities of the task force coordinator and task force partners to ensure the quality of the data collection and effectively assess required performance measures and ensure the project meets the intended goals related to enhancing a multidisciplinary human trafficking task force, implementing victim-centered services, and increasing the capacity and effectiveness of proactive investigations of human trafficking.

**Miami-Dade Police Department and International Rescue Committee  
FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking  
Attachment 8: Budget Detail Worksheet and Budget Narrative**

The total project cost for the Law Enforcement Applicant is \$709,828 with a federal request of \$534,700 and an in-kind match of \$175,128 (comprised entirely of in-kind personnel and fringe benefit costs for both sworn MDPD personnel).

APPLICANT: Miami-Dade Police Department (Applicant Law Enforcement Agency)

GRANT TITLE: South Florida Human Trafficking Task Force

PERFORMANCE PERIOD: 36 months

| Object Class Categories   | Year 1           |                 | Year 2           |                 | Year3            |                 | TOTAL PROJECT    |                  |                  |
|---|------------------|-----------------|------------------|-----------------|------------------|-----------------|------------------|------------------|------------------|
|   | (Federal)        | (Match)         | (Federal)        | (Match)         | (Federal)        | (Match)         | Federal          | Match            | Total            |
| <b>Personnel</b>  |                  |                 |                  |                 |                  |                 |                  |                  |                  |
| Christopher Carothers, Major (5% FTE x \$143,984/yr x 3 yrs) - Task Force Oversight   | \$0              | \$7,199         | \$0              | \$7,559         | \$0              | \$7,937         | \$0              | \$22,695         | \$22,695         |
| Tyrone White, Captain (5% FTE x \$151,052/yr x 3 yrs) - Grant Management  | \$0              | \$7,553         | \$0              | \$7,930         | \$0              | \$8,327         | \$0              | \$23,810         | \$23,810         |
| Luis M. Poveda, Lieutenant (OT hourly rate \$81.81057 x 15 hrs/mo. x 36 mos.)   | \$14,726         | \$0             | \$15,462         | \$0             | \$16,235         | \$0             | \$46,423         | \$0              | \$46,423         |
| Marie Perez, Sergeant (OT hourly rate \$81.45577 x 15 hrs/mo. x 36 mos.)  | \$14,662         | \$0             | \$15,395         | \$0             | \$16,165         | \$0             | \$46,222         | \$0              | \$46,222         |
| Albert Bonilla, Detective (OT hourly rate \$70.30024 x 15 hrs/mo. x 36 mos.)  | \$12,654         | \$0             | \$13,287         | \$0             | \$13,951         | \$0             | \$39,892         | \$0              | \$39,892         |
| Albert Bonilla, Detective (10% FTE x \$97,483/yr x 3 years)   | \$0              | \$9,748         | \$0              | \$10,236        | \$0              | \$10,748        | \$0              | \$30,732         | \$30,732         |
| Kurtis Lueck, Detective (OT hourly rate \$70.47332 x 15 hrs/mo. x 36 mos.)  | \$12,685         | \$0             | \$13,319         | \$0             | \$13,985         | \$0             | \$39,990         | \$0              | \$39,990         |
| Kurtis Lueck, Detective (9% FTE x \$97,723/yr x 3 years)  | \$0              | \$8,795         | \$0              | \$9,235         | \$0              | \$9,697         | \$0              | \$27,726         | \$27,726         |
| Hector Arreola, Detective (OT hourly rate \$66.36202 x 15 hrs/mo. x 36 mos.)  | \$11,945         | \$0             | \$12,542         | \$0             | \$13,170         | \$0             | \$37,657         | \$0              | \$37,657         |
| Hector Arreola, Detective (9.5% FTE x \$92,022/yr x 3 years)  | \$0              | \$8,742         | \$0              | \$9,179         | \$0              | \$9,638         | \$0              | \$27,559         | \$27,559         |
| Eric Torres, Detective (OT hourly rate \$70.47332 x 8 hrs/mo. x 36 mos.)  | \$6,765          | \$0             | \$7,104          | \$0             | \$7,459          | \$0             | \$21,328         | \$0              | \$21,328         |
| Rodger Irvine, Sergeant (OT hourly rate \$91.28269 x 8 hrs/mo. x 36 mos.)   | \$7,803          | \$0             | \$8,193          | \$0             | \$8,603          | \$0             | \$24,599         | \$0              | \$24,599         |
| Ernesto Miranda, Detective (OT hourly rate \$67.19135 x 6 hrs/mo. x 36 mos.)  | \$4,838          | \$0             | \$5,080          | \$0             | \$5,334          | \$0             | \$15,251         | \$0              | \$15,251         |
| Gregory Cheever, Detective (OT hourly rate \$64.41058 x 6 hrs/mo. x 36 mos.)  | \$4,638          | \$0             | \$4,869          | \$0             | \$5,113          | \$0             | \$14,620         | \$0              | \$14,620         |
| Michel Ulloa, Detective (OT hourly rate \$64.41058 x 6 hrs/mo. x 36 mos.)   | \$4,638          | \$0             | \$4,869          | \$0             | \$5,113          | \$0             | \$14,620         | \$0              | \$14,620         |
| Nelson Fajardo, Detective (OT hourly rate \$58.82813 x 6 hrs/mo. x 36 mos.)   | \$4,236          | \$0             | \$4,447          | \$0             | \$4,670          | \$0             | \$13,353         | \$0              | \$13,353         |
| Adam Delgado, Detective (OT hourly rate \$58.82813 x 6 hrs/month x 36 months)*  | \$4,236          | \$0             | \$4,447          | \$0             | \$4,670          | \$0             | \$13,353         | \$0              | \$13,353         |
| Robert Santana, Detective (OT hourly rate \$52.88582 x 6 hrs/month x 36 months)*  | \$3,808          | \$0             | \$3,998          | \$0             | \$4,198          | \$0             | \$12,004         | \$0              | \$12,004         |
| Yamile Rodriguez-Cobas, Police Crime Analysts Specialist (OT hourly rate \$46.35072 x 6 hrs/month x 36 months)  | \$3,337          | \$0             | \$3,504          | \$0             | \$3,679          | \$0             | \$10,521         | \$0              | \$10,521         |
| <b>TOTAL PERSONNEL</b>  | <b>\$110,970</b> | <b>\$42,037</b> | <b>\$116,519</b> | <b>\$44,139</b> | <b>\$122,345</b> | <b>\$46,346</b> | <b>\$349,833</b> | <b>\$132,522</b> | <b>\$482,356</b> |
| <b>Fringe Benefits</b>  |                  |                 |                  |                 |                  |                 |                  |                  |                  |
| FICA (.062 x FTE Salary)  | \$6,880          | \$2,606         | \$7,224          | \$2,737         | \$7,585          | \$2,873         | \$21,690         | \$8,216          | \$29,906         |
| MICA (.0145 x FTE Salary)   | \$1,609          | \$610           | \$1,690          | \$640           | \$1,774          | \$672           | \$5,073          | \$1,922          | \$6,994          |
| Retirement Regular Employees (.0847 x FTE Salary)   | \$276            | \$0             | \$289            | \$0             | \$304            | \$0             | \$869            | \$0              | \$869            |
| Retirement Special Risk Employees (.2443 x FTE Salary)*   | \$26,370         | \$10,299        | \$27,689         | \$10,814        | \$29,073         | \$11,355        | \$83,132         | \$32,468         | \$115,600        |
| <b>TOTAL FRINGE BENEFITS</b>  | <b>\$35,135</b>  | <b>\$13,515</b> | <b>\$36,892</b>  | <b>\$14,191</b> | <b>\$38,736</b>  | <b>\$14,900</b> | <b>\$110,763</b> | <b>\$42,606</b>  | <b>\$153,369</b> |
| <b>Non-Personnel</b>  |                  |                 |                  |                 |                  |                 |                  |                  |                  |
| <b>Travel</b>   |                  |                 |                  |                 |                  |                 |                  |                  |                  |
| One mandatory Task Force kick-off (2 days)- (Air \$335/per. + Lodging \$242 x 2 nights + Meals \$69 x 2 full days + Ground Travel \$50 + Registration \$500/per.) x 3 staff.                      | \$4,521          | \$0             | \$0              | \$0             | \$0              | \$0             | \$4,521          | \$0              | \$4,521          |
| National and/or Regional Human Trafficking Task Force Training - (Air \$335/per. + Lodging \$242 x 4 nights + Meals \$69 x 4 full days + Ground Travel \$50 + Registration \$500/per.) x 5 staff. | \$10,645         | \$0             | \$0              | \$0             | \$0              | \$0             | \$10,645         | \$0              | \$10,645         |
| Three Annual Grantee Meetings (Air \$335/per. + Lodging \$242 x 2 nights + Meals \$69 x 2 full days + Ground Travel \$50 + Registration \$500/per.) x 3 staff x 3 meeting x 3 years.              | \$4,521          | \$0             | \$4,521          | \$0             | \$4,521          | \$0             | \$13,563         | \$0              | \$13,563         |
| <b>Travel - Sub-total</b>   | <b>\$19,687</b>  | <b>\$0</b>      | <b>\$4,521</b>   | <b>\$0</b>      | <b>\$4,521</b>   | <b>\$0</b>      | <b>\$28,729</b>  | <b>\$0</b>       | <b>\$28,729</b>  |
| <b>Equipment</b>  |                  |                 |                  |                 |                  |                 |                  |                  |                  |
| <b>Equipment - Sub-total</b>  | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       |
| <b>Supplies</b>   |                  |                 |                  |                 |                  |                 |                  |                  |                  |
| Printed materials for community outreach - Tri-fold, four color brochures-handouts (24 mth supply)  | \$1,125          | \$0             | \$1,125          | \$0             | \$1,125          | \$0             | \$3,375          | \$0              | \$3,375          |
| <b>Supplies - Sub-total</b>   | <b>\$1,125</b>   | <b>\$0</b>      | <b>\$1,125</b>   | <b>\$0</b>      | <b>\$1,125</b>   | <b>\$0</b>      | <b>\$3,375</b>   | <b>\$0</b>       | <b>\$3,375</b>   |
| <b>Contractual</b>  |                  |                 |                  |                 |                  |                 |                  |                  |                  |
| Via IRC - Program Evaluation  | \$14,000         | \$0             | \$14,000         | \$0             | \$14,000         | \$0             | \$42,000         | \$0              | \$42,000         |
| <b>Contractual - Sub-total</b>  | <b>\$14,000</b>  | <b>\$0</b>      | <b>\$14,000</b>  | <b>\$0</b>      | <b>\$14,000</b>  | <b>\$0</b>      | <b>\$42,000</b>  | <b>\$0</b>       | <b>\$42,000</b>  |
| <b>Construction</b>   |                  |                 |                  |                 |                  |                 |                  |                  |                  |
| <b>Construction - Sub-total</b>   | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       |
| <b>Other</b>  |                  |                 |                  |                 |                  |                 |                  |                  |                  |
| <b>Other - Sub-total</b>  | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       |
| <b>TOTAL NON PERSONNEL</b>  | <b>\$34,812</b>  | <b>\$0</b>      | <b>\$19,646</b>  | <b>\$0</b>      | <b>\$19,646</b>  | <b>\$0</b>      | <b>\$74,104</b>  | <b>\$0</b>       | <b>\$74,104</b>  |
| <b>Total Direct Charges</b>   | <b>\$180,917</b> | <b>\$55,552</b> | <b>\$173,056</b> | <b>\$58,330</b> | <b>\$180,727</b> | <b>\$61,246</b> | <b>\$534,700</b> | <b>\$175,128</b> | <b>\$709,829</b> |
| <b>Indirect Charges</b>   | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>       | <b>\$0</b>      | <b>\$0</b>       | <b>\$0</b>       | <b>\$0</b>       |
| <b>TOTAL PROJECT COSTS</b>  | <b>\$180,917</b> | <b>\$55,552</b> | <b>\$173,056</b> | <b>\$58,330</b> | <b>\$180,727</b> | <b>\$61,246</b> | <b>\$534,700</b> | <b>\$175,128</b> | <b>\$709,828</b> |
|   | <b>\$236,469</b> |                 | <b>\$231,386</b> |                 | <b>\$241,973</b> |                 | <b>\$709,829</b> |                  |                  |





| Personnel  | Budget Category |         | Administrative |           | Evaluation |           | Outreach/Training |         | Other     |         | Direct Services |         | Subtotals/Totals |            |
|--|-----------------|---------|----------------|-----------|------------|-----------|-------------------|---------|-----------|---------|-----------------|---------|------------------|------------|
|  | Federal %       | Match % | Federal %      | Match %   | Federal %  | Match %   | Federal %         | Match % | Federal % | Match % | Federal %       | Match % | Federal          | Match      |
| Christopher Carothers, Major (5% FTE x \$143,984/yr x 3 yrs) - Task Force Oversight and Role in Project        | 0%              | 100%    | 0%             | 0%        | 0%         | 0%        | 0%                | 0%      | 0%        | 0%      | 0%              | 0%      | 0                | 22,695     |
| Albert Bonilla, Detective (10% FTE x \$97,483/yr x 3 years)  | 0%              | 0%      | 0%             | 0%        | 0%         | 30%       | 0%                | 0%      | 0%        | 0%      | 70%             | 0%      | 39,892           | 30,732     |
| Kurtis Lueck, Detective (10% FTE x \$97,723/yr x 3 years)  | 0%              | 0%      | 0%             | 0%        | 0%         | 30%       | 0%                | 0%      | 0%        | 0%      | 70%             | 0%      | 39,990           | 27,726     |
| Hector Arreola, Detective (8% FTE x \$92,022/yr x 3 years)   | 0%              | 0%      | 0%             | 0%        | 0%         | 38%       | 0%                | 0%      | 0%        | 0%      | 62%             | 0%      | 37,657           | 27,559     |
| Eric Torres, Detective (6.75% FTE x \$97,723/yr x 3 years)   | 0%              | 0%      | 0%             | 0%        | 0%         | 0%        | 0%                | 0%      | 0%        | 0%      | 100%            | 0%      | 21,328           | 0          |
| Marie Perez, Sergeant (OT hourly rate \$81,455/77 x 15 hrs/mo. x 36 mos.)                                      | 0%              | 0%      | 0%             | 0%        | 0%         | 0%        | 0%                | 0%      | 0%        | 0%      | 100%            | 0%      | 46,222           | 0          |
| Luis M. Poveda, Lieutenant (OT hourly rate \$81,810/37 x 16 hrs/mo. x 36 mos.)                                 | 0%              | 0%      | 0%             | 0%        | 0%         | 0%        | 0%                | 0%      | 0%        | 0%      | 100%            | 0%      | 46,423           | 0          |
| Rodger Irvine, Sergeant (OT hourly rate \$91,282/69 x 10 hrs/mo. x 36 mos.)                                    | 0%              | 0%      | 0%             | 0%        | 0%         | 0%        | 0%                | 0%      | 0%        | 0%      | 100%            | 0%      | 24,599           | 0          |
| Erenesto Miranda, Detective (OT hourly rate \$67,191/35 x 8.5 hrs/mo. x 36 mos.)                               | 0%              | 0%      | 0%             | 0%        | 0%         | 0%        | 0%                | 0%      | 0%        | 0%      | 100%            | 0%      | 15,251           | 0          |
| Gregory Cuevar, Detective (OT hourly rate \$64,410/58 x 8 hrs/mo. x 36 mos.)                                   | 0%              | 0%      | 0%             | 0%        | 0%         | 0%        | 0%                | 0%      | 0%        | 0%      | 100%            | 0%      | 14,620           | 0          |
| Michel Ullina, Detective (OT hourly rate \$64,410/58 x 8 hrs/mo. x 36 mos.)                                    | 0%              | 0%      | 0%             | 0%        | 0%         | 0%        | 0%                | 0%      | 0%        | 0%      | 100%            | 0%      | 14,620           | 0          |
| Nelson Fajardo, Detective (OT hourly rate \$58,828/13 x 8 hrs/mo. x 36 mos.)                                   | 0%              | 0%      | 0%             | 0%        | 0%         | 0%        | 0%                | 0%      | 0%        | 0%      | 100%            | 0%      | 13,353           | 0          |
| Adam Delgado, Detective (OT hourly rate \$58,828/13 x 8 hrs/month x 36 months)*                                | 0%              | 0%      | 0%             | 0%        | 0%         | 0%        | 0%                | 0%      | 0%        | 0%      | 100%            | 0%      | 13,353           | 0          |
| Robert Santana, Detective (OT hourly rate \$52,885/82 x 8 hrs/month x 36 months)*                              | 0%              | 0%      | 0%             | 0%        | 0%         | 0%        | 0%                | 0%      | 0%        | 0%      | 100%            | 0%      | 12,004           | 0          |
| Yamil Rodriguez-Cobos, Police Crime Analyst, Specialist (OT hourly rate \$46,350/72 x 8 hrs/month x 36 months) | 50%             | 0%      | 50%            | 5.261     | 0%         | 0%        | 0%                | 0%      | 0%        | 0%      | 0%              | 0%      | 10,521           | 0          |
| Tyronne White, Captain (5% FTE x \$151,052/yr x 3 yrs) - Grant Management                                      | 0%              | 100%    | 0%             | 23,810    | 0%         | 0%        | 0%                | 0%      | 0%        | 0%      | 0%              | 100%    | 23,810           | 23,810     |
| Subtotal Personnel   |                 |         |                | 5,261     |            | 5,261     |                   |         |           |         |                 |         | 18,672           | 132,522    |
| TBD - Project Evaluation   | 0%              | 0%      | 100%           | 42,000    |            |           |                   |         |           |         |                 |         |                  |            |
| All Other Budget Categories  |                 |         |                |           |            |           |                   |         |           |         |                 |         |                  |            |
| <b>Totals</b>  |                 |         |                | \$ 5,261  |            | \$ 47,261 |                   |         |           |         |                 |         | \$ 18,672        | \$ 142,867 |
| <b>Total Award Amount:</b>   |                 |         |                | \$ 46,505 |            | \$ 47,261 |                   |         |           |         |                 |         | \$ 13,056        | \$ 534,700 |

Total Award Amount: \$716,104

| Key Activities    | Allowable % | Maximum Allowable Amount | Proposed Budget |
|-------------------|-------------|--------------------------|-----------------|
| Administrative    | 10.00%      | \$71,610                 | \$ 51,766       |
| Evaluation        | 7.00%       | \$50,127                 | \$ 47,261       |
| Outreach/Training | 5.00%       | \$35,805                 | \$ 27,872       |

**Attachment 2 - Grant Agreement, International Rescue Committee**

|  <p>U.S. Department of Justice<br/>Office of Justice Programs<br/><b>Office for Victims of Crime</b></p>   | <p><b>Cooperative Agreement</b></p>  | <p>PAGE 1 OF 16</p>       |           |           |           |      |        |        |   |   |    |    |    |    |  |        |                       |  |
|---|--|---------------------------|-----------|-----------|-----------|------|--------|--------|---|---|----|----|----|----|--|--------|-----------------------|--|
| <p>1. RECIPIENT NAME AND ADDRESS (Including Zip Code)</p> <p>International Rescue Committee<br/>122 East 42nd Street<br/>New York, NY 10168-1289</p>  | <p>4. AWARD NUMBER: 2018-VT-BX-K073</p>  |                           |           |           |           |      |        |        |   |   |    |    |    |    |  |        |                       |  |
|   | <p>5. PROJECT PERIOD: FROM 10/01/2018 TO 09/30/2021<br/>BUDGET PERIOD: FROM 10/01/2018 TO 09/30/2021</p>       |                           |           |           |           |      |        |        |   |   |    |    |    |    |  |        |                       |  |
|   | <p>6. AWARD DATE 09/27/2018</p>  | <p>7. ACTION</p>          |           |           |           |      |        |        |   |   |    |    |    |    |  |        |                       |  |
| <p>2a. GRANTEE IRS/VENDOR NO.<br/>135660870</p>   | <p>8. SUPPLEMENT NUMBER<br/>00</p>   | <p>. Initial</p>          |           |           |           |      |        |        |   |   |    |    |    |    |  |        |                       |  |
| <p>2b. GRANTEE DUNS NO.<br/>078854940</p>   | <p>9. PREVIOUS AWARD AMOUNT \$ 0</p>   |                           |           |           |           |      |        |        |   |   |    |    |    |    |  |        |                       |  |
| <p>3. PROJECT TITLE<br/>Enhanced Collaborative Model Task Force To Combat Human Trafficking</p>   | <p>10. AMOUNT OF THIS AWARD \$ 665,300</p>   |                           |           |           |           |      |        |        |   |   |    |    |    |    |  |        |                       |  |
|   | <p>11. TOTAL AWARD \$ 665,300</p>  |                           |           |           |           |      |        |        |   |   |    |    |    |    |  |        |                       |  |
| <p>12. SPECIAL CONDITIONS</p> <p>THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).</p>  |  |                           |           |           |           |      |        |        |   |   |    |    |    |    |  |        |                       |  |
| <p>13. STATUTORY AUTHORITY FOR GRANT</p> <p>This project is supported under (OVC FY 2018 ECM Human Trafficking) 22 U.S.C. 7105(b)(2) and 34 U.S.C. 20705.</p>   |  |                           |           |           |           |      |        |        |   |   |    |    |    |    |  |        |                       |  |
| <p>14. CATALOG OF DOMESTIC FEDERAL ASSISTANCE (CFDA Number)</p> <p>16.320 - Services for Trafficking Victims</p>  |  |                           |           |           |           |      |        |        |   |   |    |    |    |    |  |        |                       |  |
| <p>15. METHOD OF PAYMENT</p> <p>GPRS</p>  |  |                           |           |           |           |      |        |        |   |   |    |    |    |    |  |        |                       |  |
| <p>AGENCY APPROVAL</p>  |  | <p>GRANTEE ACCEPTANCE</p> |           |           |           |      |        |        |   |   |    |    |    |    |  |        |                       |  |
| <p>16. TYPED NAME AND TITLE OF APPROVING OFFICIAL</p> <p>Matt Dummermuth<br/>Principal Deputy Assistant Attorney General</p>  | <p>18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL</p> <p>Oscar Raposo<br/>Chief Financial Officer</p> |                           |           |           |           |      |        |        |   |   |    |    |    |    |  |        |                       |  |
| <p>17. SIGNATURE OF APPROVING OFFICIAL</p>   | <p>19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL</p>  | <p>19A. DATE</p>          |           |           |           |      |        |        |   |   |    |    |    |    |  |        |                       |  |
| <p>AGENCY USE ONLY</p>  |  |                           |           |           |           |      |        |        |   |   |    |    |    |    |  |        |                       |  |
| <p>20. ACCOUNTING CLASSIFICATION CODES</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>FISCAL YEAR</th> <th>FUND CODE</th> <th>BUD. ACT.</th> <th>OFC.</th> <th>DIV. REG.</th> <th>SUB.</th> <th>POMS</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>X</td> <td>B</td> <td>VT</td> <td>40</td> <td>00</td> <td>00</td> <td></td> <td>665300</td> </tr> </tbody> </table> | FISCAL YEAR  | FUND CODE                 | BUD. ACT. | OFC.      | DIV. REG. | SUB. | POMS   | AMOUNT | X | B | VT | 40 | 00 | 00 |  | 665300 | <p>21. TVTPGT0261</p> |  |
| FISCAL YEAR   | FUND CODE  | BUD. ACT.                 | OFC.      | DIV. REG. | SUB.      | POMS | AMOUNT |        |   |   |    |    |    |    |  |        |                       |  |
| X   | B  | VT                        | 40        | 00        | 00        |      | 665300 |        |   |   |    |    |    |    |  |        |                       |  |

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



U.S. Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 2 OF 16

PROJECT NUMBER 2018-VT-BX-K073

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

1. Requirements of the award; remedies for non-compliance or for materially false statements

The conditions of this award are material requirements of the award. Compliance with any certifications or assurances submitted by or on behalf of the recipient that relate to conduct during the period of performance also is a material requirement of this award.

Failure to comply with any one or more of these award requirements -- whether a condition set out in full below, a condition incorporated by reference below, or a certification or assurance related to conduct during the award period -- may result in the Office of Justice Programs ("OJP") taking appropriate action with respect to the recipient and the award. Among other things, the OJP may withhold award funds, disallow costs, or suspend or terminate the award. The Department of Justice ("DOJ"), including OJP, also may take other legal action as appropriate.

Any materially false, fictitious, or fraudulent statement to the federal government related to this award (or concealment or omission of a material fact) may be the subject of criminal prosecution (including under 18 U.S.C. 1001 and/or 1621, and/or 34 U.S.C. 10271-10273), and also may lead to imposition of civil penalties and administrative remedies for false claims or otherwise (including under 31 U.S.C. 3729-3730 and 3801-3812).

Should any provision of a requirement of this award be held to be invalid or unenforceable by its terms, that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law. Should it be held, instead, that the provision is utterly invalid or -unenforceable, such provision shall be deemed severable from this award.

2. Applicability of Part 200 Uniform Requirements

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200, as adopted and supplemented by DOJ in 2 C.F.R. Part 2800 (together, the "Part 200 Uniform Requirements") apply to this FY 2018 award from OJP.

The Part 200 Uniform Requirements were first adopted by DOJ on December 26, 2014. If this FY 2018 award supplements funds previously awarded by OJP under the same award number (e.g., funds awarded during or before December 2014), the Part 200 Uniform Requirements apply with respect to all funds under that award number (regardless of the award date, and regardless of whether derived from the initial award or a supplemental award) that are obligated on or after the acceptance date of this FY 2018 award.

For more information and resources on the Part 200 Uniform Requirements as they relate to OJP awards and subawards ("subgrants"), see the OJP website at <https://ojp.gov/funding/Part200UniformRequirements.htm>.

Record retention and access: Records pertinent to the award that the recipient (and any subrecipient ("subgrantee") at any tier) must retain -- typically for a period of 3 years from the date of submission of the final expenditure report (SF 425), unless a different retention period applies -- and to which the recipient (and any subrecipient ("subgrantee") at any tier) must provide access, include performance measurement information, in addition to the financial records, supporting documents, statistical records, and other pertinent records indicated at 2 C.F.R. 200.333.

In the event that an award-related question arises from documents or other materials prepared or distributed by OJP that may appear to conflict with, or differ in some way from, the provisions of the Part 200 Uniform Requirements, the recipient is to contact OJP promptly for clarification.



U.S. Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 3 OF 16

PROJECT NUMBER 2018-VT-BX-K073

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

3. Compliance with DOJ Grants Financial Guide

References to the DOJ Grants Financial Guide are to the DOJ Grants Financial Guide as posted on the OJP website (currently, the "DOJ Grants Financial Guide" available at <https://ojp.gov/financialguide/DOJ/index.htm>), including any updated version that may be posted during the period of performance. The recipient agrees to comply with the DOJ Grants Financial Guide.

4. Reclassification of various statutory provisions to a new Title 34 of the United States Code

On September 1, 2017, various statutory provisions previously codified elsewhere in the U.S. Code were editorially reclassified to a new Title 34, entitled "Crime Control and Law Enforcement." The reclassification encompassed a number of statutory provisions pertinent to OJP awards (that is, OJP grants and cooperative agreements), including many provisions previously codified in Title 42 of the U.S. Code.

Effective as of September 1, 2017, any reference in this award document to a statutory provision that has been reclassified to the new Title 34 of the U.S. Code is to be read as a reference to that statutory provision as reclassified to Title 34. This rule of construction specifically includes references set out in award conditions, references set out in material incorporated by reference through award conditions, and references set out in other award requirements.

5. Required training for Point of Contact and all Financial Points of Contact

Both the Point of Contact (POC) and all Financial Points of Contact (FPOCs) for this award must have successfully completed an "OJP financial management and grant administration training" by 120 days after the date of the recipient's acceptance of the award. Successful completion of such a training on or after January 1, 2016, will satisfy this condition.

In the event that either the POC or an FPOC for this award changes during the period of performance, the new POC or FPOC must have successfully completed an "OJP financial management and grant administration training" by 120 calendar days after-- (1) the date of OJP's approval of the "Change Grantee Contact" GAN (in the case of a new POC), or (2) the date the POC enters information on the new FPOC in GMS (in the case of a new FPOC). Successful completion of such a training on or after January 1, 2016, will satisfy this condition.

A list of OJP trainings that OJP will consider "OJP financial management and grant administration training" for purposes of this condition is available at <https://www.ojp.gov/training/fmts.htm>. All trainings that satisfy this condition include a session on grant fraud prevention and detection.

The recipient should anticipate that OJP will immediately withhold ("freeze") award funds if the recipient fails to comply with this condition. The recipient's failure to comply also may lead OJP to impose additional appropriate conditions on this award.

6. Requirements related to "de minimis" indirect cost rate

A recipient that is eligible under the Part 200 Uniform Requirements and other applicable law to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and that elects to use the "de minimis" indirect cost rate, must advise OJP in writing of both its eligibility and its election, and must comply with all associated requirements in the Part 200 Uniform Requirements. The "de minimis" rate may be applied only to modified total direct costs (MTDC) as defined by the Part 200 Uniform Requirements.



U.S. Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 4 OF 16

PROJECT NUMBER 2018-VT-BX-K073

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

7. Requirement to report potentially duplicative funding

If the recipient currently has other active awards of federal funds, or if the recipient receives any other award of federal funds during the period of performance for this award, the recipient promptly must determine whether funds from any of those other federal awards have been, are being, or are to be used (in whole or in part) for one or more of the identical cost items for which funds are provided under this award. If so, the recipient must promptly notify the DOJ awarding agency (OJP or OVW, as appropriate) in writing of the potential duplication, and, if so requested by the DOJ awarding agency, must seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

8. Requirements related to System for Award Management and Universal Identifier Requirements

The recipient must comply with applicable requirements regarding the System for Award Management (SAM), currently accessible at <https://www.sam.gov/>. This includes applicable requirements regarding registration with SAM, as well as maintaining the currency of information in SAM.

The recipient also must comply with applicable restrictions on subawards ("subgrants") to first-tier subrecipients (first-tier "subgrantees"), including restrictions on subawards to entities that do not acquire and provide (to the recipient) the unique entity identifier required for SAM registration.

The details of the recipient's obligations related to SAM and to unique entity identifiers are posted on the OJP web site at <https://ojp.gov/funding/Explore/SAM.htm> (Award condition: System for Award Management (SAM) and Universal Identifier Requirements), and are incorporated by reference here.

This condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

9. Requirement to report actual or imminent breach of personally identifiable information (PII)

The recipient (and any "subrecipient" at any tier) must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient)-- 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of an OJP grant-funded program or activity, or 2) uses or operates a "Federal information system" (OMB Circular A-130). The recipient's breach procedures must include a requirement to report actual or imminent breach of PII to an OJP Program Manager no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

10. All subawards ("subgrants") must have specific federal authorization

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements for authorization of any subaward. This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a "subaward" (and therefore does not consider a procurement "contract").

The details of the requirement for authorization of any subaward are posted on the OJP web site at <https://ojp.gov/funding/Explore/SubawardAuthorization.htm> (Award condition: All subawards ("subgrants") must have specific federal authorization), and are incorporated by reference here.



U.S. Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 5 OF 16

PROJECT NUMBER 2018-VT-BX-K073

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

11. Specific post-award approval required to use a noncompetitive approach in any procurement contract that would exceed \$150,000

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements to obtain specific advance approval to use a noncompetitive approach in any procurement contract that would exceed the Simplified Acquisition Threshold (currently, \$150,000). This condition applies to agreements that -- for purposes of federal grants administrative requirements -- OJP considers a procurement "contract" (and therefore does not consider a subaward).

The details of the requirement for advance approval to use a noncompetitive approach in a procurement contract under an OJP award are posted on the OJP web site at <https://ojp.gov/funding/Explore/NoncompetitiveProcurement.htm> (Award condition: Specific post-award approval required to use a noncompetitive approach in a procurement contract (if contract would exceed \$150,000)), and are incorporated by reference here.

12. Requirements pertaining to prohibited conduct related to trafficking in persons (including reporting requirements and OJP authority to terminate award)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of recipients, subrecipients ("subgrantees"), or individuals defined (for purposes of this condition) as "employees" of the recipient or of any subrecipient.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OJP web site at <https://ojp.gov/funding/Explore/ProhibitedConduct-Trafficking.htm> (Award condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OJP authority to terminate award)), and are incorporated by reference here.

13. Compliance with applicable rules regarding approval, planning, and reporting of conferences, meetings, trainings, and other events

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable laws, regulations, policies, and official DOJ guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences (as that term is defined by DOJ), including the provision of food and/or beverages at such conferences, and costs of attendance at such conferences.

Information on the pertinent DOJ definition of conferences and the rules applicable to this award appears in the DOJ Grants Financial Guide (currently, as section 3.10 of "Postaward Requirements" in the "DOJ Grants Financial Guide").

14. Requirement for data on performance and effectiveness under the award

The recipient must collect and maintain data that measure the performance and effectiveness of work under this award. The data must be provided to OJP in the manner (including within the timeframes) specified by OJP in the program solicitation or other applicable written guidance. Data collection supports compliance with the Government Performance and Results Act (GPRA) and the GPRA Modernization Act of 2010, and other applicable laws.

15. OJP Training Guiding Principles

Any training or training materials that the recipient -- or any subrecipient ("subgrantee") at any tier -- develops or delivers with OJP award funds must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <https://ojp.gov/funding/Implement/TrainingPrinciplesForGrantees-Subgrantees.htm>.



U.S. Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 6 OF 16

PROJECT NUMBER 2018-VT-BX-K073

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

16. Effect of failure to address audit issues

The recipient understands and agrees that the DOJ awarding agency (OJP or OVW, as appropriate) may withhold award funds, or may impose other related requirements, if (as determined by the DOJ awarding agency) the recipient does not satisfactorily and promptly address outstanding issues from audits required by the Part 200 Uniform Requirements (or by the terms of this award), or other outstanding issues that arise in connection with audits, investigations, or reviews of DOJ awards.

17. Potential imposition of additional requirements

The recipient agrees to comply with any additional requirements that may be imposed by the DOJ awarding agency (OJP or OVW, as appropriate) during the period of performance for this award, if the recipient is designated as "high-risk" for purposes of the DOJ high-risk grantee list.

18. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 42

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 42, specifically including any applicable requirements in Subpart E of 28 C.F.R. Part 42 that relate to an equal employment opportunity program.

19. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 54

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 54, which relates to nondiscrimination on the basis of sex in certain "education programs."

20. Compliance with DOJ regulations pertaining to civil rights and nondiscrimination - 28 C.F.R. Part 38

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable requirements of 28 C.F.R. Part 38, specifically including any applicable requirements regarding written notice to program beneficiaries and prospective program beneficiaries.

Among other things, 28 C.F.R. Part 38 includes rules that prohibit specific forms of discrimination on the basis of religion, a religious belief, a refusal to hold a religious belief, or refusal to attend or participate in a religious practice. Part 38 also sets out rules and requirements that pertain to recipient and subrecipient ("subgrantee") organizations that engage in or conduct explicitly religious activities, as well as rules and requirements that pertain to recipients and subrecipients that are faith-based or religious organizations.

The text of the regulation, now entitled "Partnerships with Faith-Based and Other Neighborhood Organizations," is available via the Electronic Code of Federal Regulations (currently accessible at <https://www.ecfr.gov/cgi-bin/ECFR?page=browse>), by browsing to Title 28-Judicial Administration, Chapter 1, Part 38, under e-CFR "current" data.



U.S. Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 7 OF 16

PROJECT NUMBER 2018-VT-BX-K073

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

21. Restrictions on "lobbying"

In general, as a matter of federal law, federal funds awarded by OJP may not be used by the recipient, or any subrecipient ("subgrantee") at any tier, either directly or indirectly, to support or oppose the enactment, repeal, modification, or adoption of any law, regulation, or policy, at any level of government. See 18 U.S.C. 1913. (There may be exceptions if an applicable federal statute specifically authorizes certain activities that otherwise would be barred by law.)

Another federal law generally prohibits federal funds awarded by OJP from being used by the recipient, or any subrecipient at any tier, to pay any person to influence (or attempt to influence) a federal agency, a Member of Congress, or Congress (or an official or employee of any of them) with respect to the awarding of a federal grant or cooperative agreement, subgrant, contract, subcontract, or loan, or with respect to actions such as renewing, extending, or modifying any such award. See 31 U.S.C. 1352. Certain exceptions to this law apply, including an exception that applies to Indian tribes and tribal organizations.

Should any question arise as to whether a particular use of federal funds by a recipient (or subrecipient) would or might fall within the scope of these prohibitions, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

22. Compliance with general appropriations-law restrictions on the use of federal funds (FY 2018)

The recipient, and any subrecipient ("subgrantee") at any tier, must comply with all applicable restrictions on the use of federal funds set out in federal appropriations statutes. Pertinent restrictions, including from various "general provisions" in the Consolidated Appropriations Act, 2018, are set out at <https://ojp.gov/funding/Explore/FY18AppropriationsRestrictions.htm>, and are incorporated by reference here.

Should a question arise as to whether a particular use of federal funds by a recipient (or a subrecipient) would or might fall within the scope of an appropriations-law restriction, the recipient is to contact OJP for guidance, and may not proceed without the express prior written approval of OJP.

23. Reporting Potential Fraud, Waste, and Abuse, and Similar Misconduct

The recipient and any subrecipients ("subgrantees") must promptly refer to the DOJ Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, subrecipient, contractor, subcontractor, or other person has, in connection with funds under this award -- (1) submitted a claim that violates the False Claims Act; or (2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct.

Potential fraud, waste, abuse, or misconduct involving or relating to funds under this award should be reported to the OIG by-- (1) mail directed to: Office of the Inspector General, U.S. Department of Justice, Investigations Division, 1425 New York Avenue, N.W. Suite 7100, Washington, DC 20530; and/or (2) the DOJ OIG hotline: (contact information in English and Spanish) at (800) 869-4499 (phone) or (202) 616-9881 (fax).

Additional information is available from the DOJ OIG website at <https://oig.justice.gov/hotline>.





U.S. Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 8 OF 16

PROJECT NUMBER 2018-VT-BX-K073

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

24. Restrictions and certifications regarding non-disclosure agreements and related matters

No recipient or subrecipient ("subgrantee") under this award, or entity that receives a procurement contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts, or purports to prohibit or restrict, the reporting (in accordance with law) of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information.

The foregoing is not intended, and shall not be understood by the agency making this award, to contravene requirements applicable to Standard Form 312 (which relates to classified information), Form 4414 (which relates to sensitive compartmented information), or any other form issued by a federal department or agency governing the nondisclosure of classified information.

1. In accepting this award, the recipient--

a. represents that it neither requires nor has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

b. certifies that, if it learns or is notified that it is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.

2. If the recipient does or is authorized under this award to make subawards ("subgrants"), procurement contracts, or both--

a. it represents that--

(1) it has determined that no other entity that the recipient's application proposes may or will receive award funds (whether through a subaward ("subgrant"), procurement contract, or subcontract under a procurement contract) either requires or has required internal confidentiality agreements or statements from employees or contractors that currently prohibit or otherwise currently restrict (or purport to prohibit or restrict) employees or contractors from reporting waste, fraud, or abuse as described above; and

(2) it has made appropriate inquiry, or otherwise has an adequate factual basis, to support this representation; and

b. it certifies that, if it learns or is notified that any subrecipient, contractor, or subcontractor entity that receives funds under this award is or has been requiring its employees or contractors to execute agreements or statements that prohibit or otherwise restrict (or purport to prohibit or restrict), reporting of waste, fraud, or abuse as described above, it will immediately stop any further obligations of award funds to or by that entity, will provide prompt written notification to the federal agency making this award, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by that agency.



U.S. Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 9 OF 16

PROJECT NUMBER 2018-VT-BX-K073

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

25. Compliance with 41 U.S.C. 4712 (including prohibitions on reprisal; notice to employees)

The recipient (and any subrecipient at any tier) must comply with, and is subject to, all applicable provisions of 41 U.S.C. 4712, including all applicable provisions that prohibit, under specified circumstances, discrimination against an employee as reprisal for the employee's disclosure of information related to gross mismanagement of a federal grant, a gross waste of federal funds, an abuse of authority relating to a federal grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal grant.

The recipient also must inform its employees, in writing (and in the predominant native language of the workforce), of employee rights and remedies under 41 U.S.C. 4712.

Should a question arise as to the applicability of the provisions of 41 U.S.C. 4712 to this award, the recipient is to contact the DOJ awarding agency (OJP or OVW, as appropriate) for guidance.

26. Encouragement of policies to ban text messaging while driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), DOJ encourages recipients and subrecipients ("subgrantees") to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this award, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

27. Requirement to disclose whether recipient is designated "high risk" by a federal grant-making agency outside of DOJ

If the recipient is designated "high risk" by a federal grant-making agency outside of DOJ, currently or at any time during the course of the period of performance under this award, the recipient must disclose that fact and certain related information to OJP by email at [OJP.ComplianceReporting@ojp.usdoj.gov](mailto:OJP.ComplianceReporting@ojp.usdoj.gov). For purposes of this disclosure, high risk includes any status under which a federal awarding agency provides additional oversight due to the recipient's past performance, or other programmatic or financial concerns with the recipient. The recipient's disclosure must include the following: 1. The federal awarding agency that currently designates the recipient high risk, 2. The date the recipient was designated high risk, 3. The high-risk point of contact at that federal awarding agency (name, phone number, and email address), and 4. The reasons for the high-risk status, as set out by the federal awarding agency.

28. The recipient agrees that it will submit quarterly financial status reports to OJP on-line (at <https://grants.ojp.usdoj.gov>) using the SF 425 Federal Financial Report form (available for viewing at <https://www.gsa.gov/forms-library/federal-financial-report>), not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 90 days following the end of the award period.

29. The recipient shall submit semiannual progress reports. Progress reports shall be submitted within 30 days after the end of the reporting periods, which are June 30 and December 31, for the life of the award. These reports will be submitted to the Office of Justice Programs, on-line through the Internet at <https://grants.ojp.usdoj.gov/>.

30. The recipient agrees to submit a final report at the end of this award documenting all relevant project activities during the entire period of support under this award. This report will include detailed information about the project(s) funded, including, but not limited to, information about how the funds were actually used for each purpose area, data to support statements of progress, and data concerning individual results and outcomes of funded projects reflecting project successes and impacts. The final report is due no later than 90 days following the close of this award period or the expiration of any extension periods. This report will be submitted to the Office of Justice Programs, on-line through the Internet at <https://grants.ojp.usdoj.gov/>.



U.S. Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 10 OF 16

PROJECT NUMBER 2018-VT-BX-K073

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

31. FFATA reporting: Subawards and executive compensation

The recipient must comply with applicable requirements to report first-tier subawards ("subgrants") of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients (first-tier "subgrantees") of award funds. The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the OJP web site at <https://ojp.gov/funding/Explore/FFATA.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here.

This condition, including its reporting requirement, does not apply to-- (1) an award of less than \$25,000, or (2) an award made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).

32. Recipient integrity and performance matters: Requirement to report information on certain civil, criminal, and administrative proceedings to SAM and FAPIIS

The recipient must comply with any and all applicable requirements regarding reporting of information on civil, criminal, and administrative proceedings connected with (or connected to the performance of) either this OJP award or any other grant, cooperative agreement, or procurement contract from the federal government. Under certain circumstances, recipients of OJP awards are required to report information about such proceedings, through the federal System for Award Management (known as "SAM"), to the designated federal integrity and performance system (currently, "FAPIIS").

The details of recipient obligations regarding the required reporting (and updating) of information on certain civil, criminal, and administrative proceedings to the federal designated integrity and performance system (currently, "FAPIIS") within SAM are posted on the OJP web site at <https://ojp.gov/funding/FAPIIS.htm> (Award condition: Recipient Integrity and Performance Matters, including Recipient Reporting to FAPIIS), and are incorporated by reference here.

33. With respect to this award, federal funds may not be used to pay cash compensation (salary plus bonuses) to any employee of the award recipient at a rate that exceeds 110% of the maximum annual salary payable to a member of the federal government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. (An award recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

34. Grant funds may be used only for the purposes in the recipient's approved application. The recipient shall not undertake any work or activities that are not described in the grant application, and that use staff, equipment, or other goods or services paid for with OJP grant funds, without prior written approval from OJP.

35. The recipient authorizes the Office for Victims of Crime (OVC) and/or the Office of the Chief Financial Officer (OCFO), and its representatives, access to and the right to examine all records, books, papers, or documents related to this grant.

36. OVC reserves the right to take appropriate action in instances when the grantee fails to initiate activity on the grant or misses multiple time tasklines. OVC action may include, but is not limited to, termination or suspension of the grant.



U.S. Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 11 OF 16

PROJECT NUMBER 2018-VT-BX-K073

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

37. The Project Director and key program personnel designated in the application shall be replaced only for compelling reasons. Successors to key personnel must be approved, and such approval is contingent upon submission of appropriate information, including, but not limited to, a resume. OJP will not unreasonably withhold approval. Changes in other program personnel require only notification to OJP and submission of resumes, unless otherwise designated in the award document.
38. Responsibility for general oversight and redirection of the project, if necessary, rests with OVC. OVC will review and approve all activities in the requirements under the various stages, as enumerated in the solicitation. This includes review and approval in a timely manner of all key personnel selections, consultants, assessments, plans, instruments, manuals, and documents developed or identified for use during the project, with suggestions for modifications. The program solicitation is hereby incorporated by reference into the Cooperative Agreement making it part of the overall agreement, requiring adherence to its overall design.
39. Responsibility for the coordination of topics addressed or services rendered is shared jointly with the OVC and the recipient. Where appropriate, the recipient will act jointly with OVC in accomplishing the following tasks: 1) determination of modifications to the program plan or budget; and, 2) design of data collection instruments. In executing this responsibility, OVC requires that its program specialist meet periodically with recipient (as determined by OVC) throughout the life of the project to discuss project activities, plans, problems, and solutions.
40. Responsibility for the day-to-day conduct of the project rests with the recipient. This specifically includes operations, data collection, analysis and interpretation.



U.S. Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 12 OF 16

PROJECT NUMBER 2018-VT-BX-K073

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

41. Within 45 calendar days after the end of any conference, meeting, retreat, seminar, symposium, training activity, or similar event funded under this award, and the total cost of which exceeds \$20,000 in award funds, the recipient must provide the program manager with the following information and itemized costs:

- 1) name of event;
- 2) event dates;
- 3) location of event;
- 4) number of federal attendees;
- 5) number of non-federal attendees;
- 6) costs of event space, including rooms for break-out sessions;
- 7) costs of audio visual services;
- 8) other equipment costs (e.g., computer fees, telephone fees);
- 9) costs of printing and distribution;
- 10) costs of meals provided during the event;
- 11) costs of refreshments provided during the event;
- 12) costs of event planner;
- 13) costs of event facilitators; and
- 14) any other costs associated with the event.

The recipient must also itemize and report any of the following attendee (including participants, presenters, speakers) costs that are paid or reimbursed with cooperative agreement funds:

- 1) meals and incidental expenses (M&IE portion of per diem);
- 2) lodging;
- 3) transportation to/from event location (e.g., common carrier, Privately Owned Vehicle (POV)); and,
- 4) local transportation (e.g., rental car, POV) at event location.

Note that if any item is paid for with registration fees, or any other non-award funding, then that portion of the expense does not need to be reported.

Further instructions regarding the submission of this data, and how to determine costs, are available in the OJP Financial Guide Conference Cost Chapter.



U.S. Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 13 OF 16

PROJECT NUMBER 2018-VT-BX-K073

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

42. Justification of consultant rate

Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the OJP program office prior to obligation or expenditure of such funds.

43. The grantee agrees to submit to OVC, within 30 days of award, a revised time-task plan. This revised time-task plan should be developed in consultation with the OVC program specialist assigned to the project, and should clearly indicate the following: (1) each of the stated project objectives and the tasks to be performed to achieve those objectives; (2) the completion dates for tasks and delivery dates for products; (3) the project staff responsible for accomplishing each task; (4) submission dates for financial and programmatic progress reports, consistent with the requirements of the OJP Financial Guide; and (5) incorporation of development schedule for print, video, and multimedia products to assure periodic OVC reviews of products (see Product Submission Requirements).

44. Copyright; Data rights

The recipient acknowledges that OJP reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under an award or subaward (at any tier); and (2) any rights of copyright to which a recipient or subrecipient (at any tier) purchases ownership with Federal support.

The recipient acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under any such award or subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227-14 (Rights in Data - General).

It is the responsibility of the recipient (and of each subrecipient (at any tier), if applicable) to ensure that the provisions of this condition are included in any subaward (at any tier) under this award.

The recipient has the responsibility to obtain from subrecipients, contractors, and subcontractors (if any) all rights and data necessary to fulfill the recipient's obligations to the Government under this award. If a proposed subrecipient, contractor, or subcontractor refuses to accept terms affording the Government such rights, the recipient shall promptly bring such refusal to the attention of the OJP program manager for the award and not proceed with the agreement in question without further authorization from the OJP program office.

45. The grantee agrees to submit any print or electronic promotional materials concerning any OVC-funded project that are intended for public dissemination to OVC for review seven (7) working days in advance of release. This includes, but is not limited to: fact sheets, newsletters, press releases, Web-based materials, and listserv announcements.
46. The grantee agrees to use grant funds to make any substantive corrections, if appropriate, to a publication or product in response to comments generated through either the OVC peer review process or the internal Department of Justice review process. Any grant-funded products (written, Web-based, audio-visual, or any other media format), whether produced at the grantee's or government's expense, shall contain the following statement: This \_\_\_\_\_ was produced by \_\_\_\_\_ under [add contract or grant number, as appropriate], awarded by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, and conclusions or recommendations expressed in this \_\_\_\_\_ are those of the contributors and do not necessarily represent the official position or policies of the U.S. Department of Justice.
47. The recipient will coordinate its efforts with other similar OVC-funded programs within the relevant jurisdiction in order to enhance the project and avoid duplication of efforts.



U.S. Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 14 OF 16

PROJECT NUMBER 2018-VT-BX-K073

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

48. Within 90 days of the date of award, the grantee will submit to the Office for Victims of Crime for review and approval its policies and procedures that it has established to maintain the confidentiality of victims' names, addresses, telephone numbers, or any other identifying information, and its policies and procedures relating to information sharing between partners. In addition, the grantee must submit a signed, written certification that data privacy and sharing protocols comport with the confidentiality and privacy rights and obligations of federal law or the grantee jurisdiction's laws, court rules, or rules of professional conduct applicable to the work performed by the grantee.

49. Non-profit organization recipient - Disclosure of process for determining compensation

For any year during the period of performance for this award as to which the recipient non-profit organization believes (or asserts) that it has satisfied the requirements of 26 C.F.R. 53.4958-6 (which relates to establishing or invoking a rebuttable presumption of reasonableness of compensation of certain individuals and entities), the recipient must make a prompt written disclosure to OJP that satisfies the requirements of this award condition.

(Under certain circumstances, a non-profit organization that provides unreasonably-high compensation to certain persons may subject both the organization's managers and those who receive the compensation to additional federal taxes. A rebuttable presumption of the reasonableness of a non-profit organization's compensation arrangements, however, may be available if the non-profit organization satisfied certain rules set out in Internal Revenue Service regulations with regard to its compensation decisions.)

Each disclosure required by this award condition must describe in pertinent detail the process used by the recipient non-profit organization to determine the compensation of its officers, directors, trustees, and key employees (together, "covered persons"). At a minimum, the disclosure must describe in pertinent detail --

- (1) the composition of the body that reviews and approves compensation arrangements for covered persons;
- (2) the methods and practices used by the recipient organization to ensure that no individual with a conflict of interest participates as a member of the body that reviews and approves a compensation arrangement for a covered person;
- (3) the appropriate data as to comparability of compensation that is obtained in advance and relied upon by the body that reviews and approves compensation arrangements for covered persons;
- (4) the written or electronic records that the recipient maintains as concurrent documentation of the decisions with respect to compensation of covered persons made by the body that reviews and approves such compensation arrangements, including records of deliberations and of the basis for decisions.

For purposes of this condition, the following terms and phrases have the meanings set out by the Internal Revenue Service for use in connection with 26 C.F.R. 53.4958-6: officers, directors, trustees, key employees, compensation, conflict of interest, appropriate data as to comparability, adequate documentation, concurrent documentation.

This condition implements a recently-enacted law that affects the program under which this OJP award is made. In accepting this award, the recipient acknowledges that, following receipt of an appropriate request, OJP may be authorized or required by law to make information submitted pursuant to this condition available for public inspection.



U.S. Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 15 OF 16

PROJECT NUMBER 2018-VT-BX-K073

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

50. Representation and agreement regarding funds in offshore accounts

In accepting this award, the recipient nonprofit organization --

(1) represents to the Department of Justice that it does not hold money in offshore accounts for the purpose of avoiding paying the tax described in 26 U.S.C. 511(a), and agrees that it will not hold money in any such accounts for such a purpose during the period of performance of this award; and

(2) agrees that, if, during the period of performance of this award, the recipient learns that it does hold money in offshore accounts for such a purpose, it will immediately stop any further obligations of award funds, it will provide prompt written notification to OJP, and will resume (or permit resumption of) such obligations only if expressly authorized to do so by OJP.

51. Recipient certifies that it does not promote, support, or advocate the legalization or practice of prostitution, nor will it use grant funds or program match funds to promote, support, or advocate the legalization or practice of prostitution.
52. The value or amount of any "non-federal share," "match," or cost-sharing contribution incorporated into the OJP OCFO-approved budget for this award is part of the "project cost" for purposes of the Part 200 Uniform Requirements, and is subject to audit. In general, the rules and restrictions that apply to award funds from federal sources also apply to funds in the OJP-approved budget that are provided as "match" or through "cost sharing."
53. The grantee agrees to notify the State VOCA Assistance and Compensation program administrators and appropriate United States Attorneys' Victim-Witness Coordinators of all training events that will be held in their states as a result of this grant. Notification will include information regarding the content, location, and scheduled time. The state VOCA contacts can be found at <https://ovc.gov/help/>
54. The recipient may not obligate, expend, or draw down sixty percent (60%) of the federal funds provided under this award until the recipient submits to the awarding agency a signed task force Memorandum of Understanding (MOU) that has been signed by all required members of the task force and approved by the awarding agency, and a Grant Adjustment Notice (GAN) has been issued to remove this special condition. The recipient must submit the MOU within six months of the date that it accepts this award.
55. The recipient is authorized to incur obligations, expend, and draw down funds for travel, lodging, and per diem costs only, in an amount not to exceed \$5,000, for the sole purpose of attending a required OJP conference associated with this grant award. The grantee is not authorized to incur any additional obligations, or make any additional expenditures or draw downs until the awarding agency and the Office of the Chief Financial Officer (OCFO) has reviewed and approved the recipient's budget and budget narrative, and a Grant Adjustment Notice (GAN) has been issued to remove this special condition.





U.S. Department of Justice  
Office of Justice Programs  
**Office for Victims of Crime**

**AWARD CONTINUATION  
SHEET**  
**Cooperative Agreement**

PAGE 16 OF 16

PROJECT NUMBER 2018-VT-BX-K073

AWARD DATE 09/27/2018

*SPECIAL CONDITIONS*

56. The recipient may not obligate, expend, or draw down any award funds for indirect costs, unless and until either -- (1) the recipient submits to OJP a current, federally-approved indirect cost rate agreement, or (2) the recipient determines that it is eligible under the Part 200 Uniform Requirements to use the "de minimis" indirect cost rate described in 2 C.F.R. 200.414(f), and advises OJP in writing of both its eligibility and its election.

The financial review of the budget for this award is pending. If the OJP Office of the Chief Financial Officer (OCFO) determines as part of its financial review that the recipient already has submitted the documentation concerning indirect costs described above, this condition will be released through a Grant Adjustment Notice (GAN) upon completion of the OCFO final budget review.

If the OJP OCFO instead determines as part of its financial review that the recipient has not yet submitted the required documentation concerning indirect costs, this condition will not be released until OJP (including its OCFO) receives and reviews a satisfactory submission.



**U.S. Department of Justice**

Office of Justice Programs

*Office for Victims of Crime*

---

Washington, D.C. 20531

**Memorandum To:** Official Grant File

**From:** Zoe E. French, Environmental Coordinator

**Subject:** Categorical Exclusion for International Rescue Committee

The purpose of the FY 2018 Enhanced Collaborative Model Task Force To Combat Human Trafficking program is to assist communities in developing effective and sustainable multidisciplinary task forces that will implement victim-centered and coordinated approaches to identifying victims of sex and labor trafficking, addressing the individualized needs of victims through services, and investigating and prosecuting sex and labor trafficking cases (as well as the purchasers of commercial sex) at the local, state, tribal, and federal levels.

Consequently, the subject federal action meets OJP's criteria for a categorical exclusion as contained in paragraph 4 (b) of Appendix D to Part 61 of the Code of Federal Regulations. Additionally, the proposed action is neither a phase nor a segment of a project which when viewed in its entirety would not meet the criteria for a categorical exclusion.



U.S. Department of Justice  
Office of Justice Programs  
Office for Victims of Crime

**GRANT MANAGER'S MEMORANDUM, PT. I:  
PROJECT SUMMARY**  
**Cooperative Agreement**

PROJECT NUMBER  
2018-VT-BX-K073

PAGE 1 OF 1

This project is supported under (OVC FY 2018 ECM Human Trafficking) 22 U.S.C. 7105(b)(2) and 34 U.S.C. 20705.

1. STAFF CONTACT (Name & telephone number)

Mary Atlas-Terry  
(202) 353-8473

2. PROJECT DIRECTOR (Name, address & telephone number)

Gerrard Khan  
Senior Director, Resource Acquisition & Mgmt  
122 East 42nd Street  
12th Floor  
NEW YORK, NY 10168  
(212) 551-3071

3a. TITLE OF THE PROGRAM

OVC FY 2018 Enhanced Collaborative Model Task Force to Combat Human Trafficking Purpose Area 1:  
Development of Human Trafficking Task Forces

3b. POMS CODE (SEE INSTRUCTIONS  
ON REVERSE)

4. TITLE OF PROJECT

Enhanced Collaborative Model Task Force To Combat Human Trafficking

5. NAME & ADDRESS OF GRANTEE

International Rescue Committee  
122 East 42nd Street  
New York, NY 10168-1289

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 10/01/2018 TO: 09/30/2021

8. BUDGET PERIOD

FROM: 10/01/2018 TO: 09/30/2021

9. AMOUNT OF AWARD

\$ 665,300

10. DATE OF AWARD

09/27/2018

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

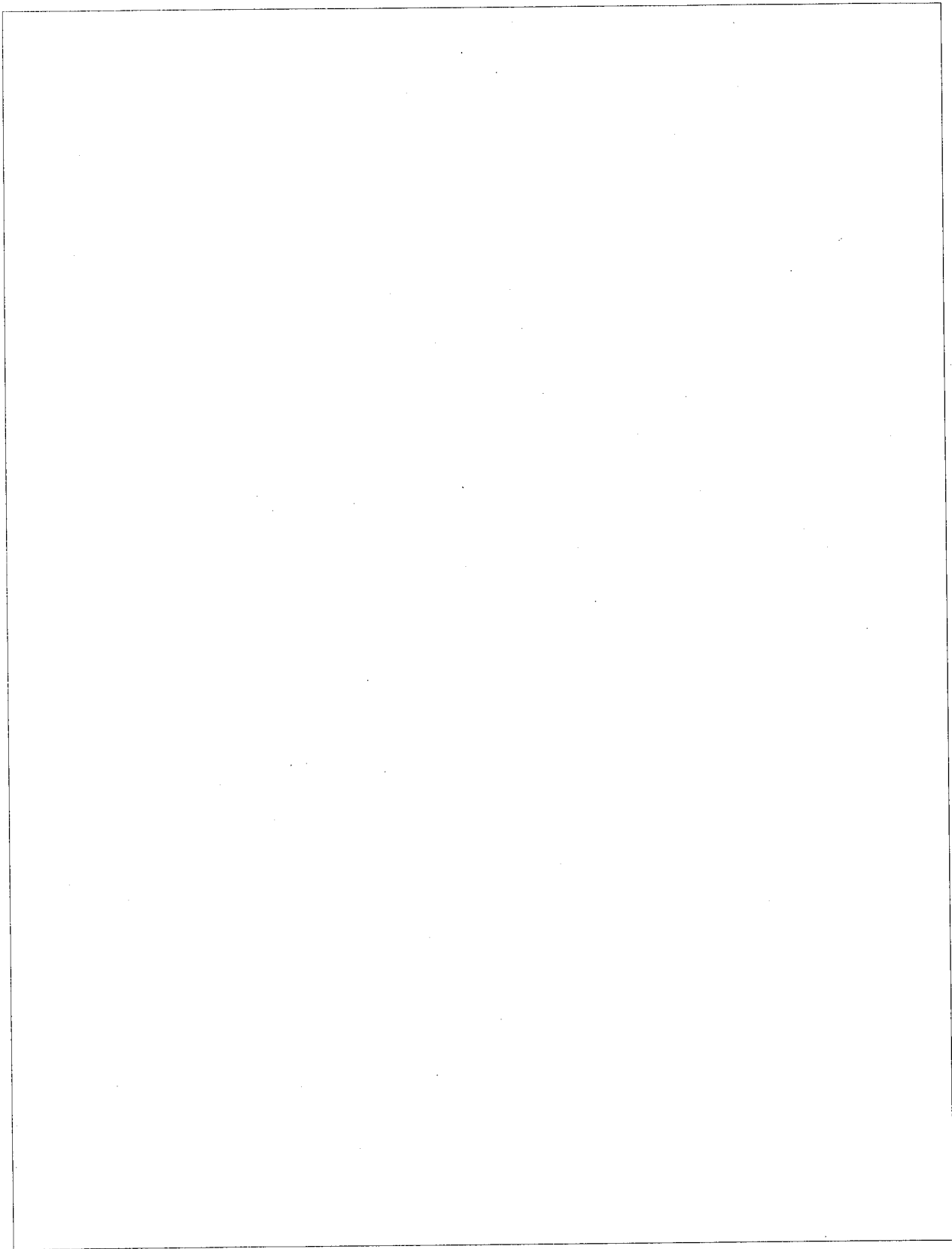
14. THIRD YEAR'S BUDGET AMOUNT

15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

The purpose of the FY 2018 Enhanced Collaborative Model Task Force To Combat Human Trafficking program is to assist communities in developing effective and sustainable multidisciplinary task forces that will implement victim-centered and coordinated approaches to identifying victims of sex and labor trafficking, addressing the individualized needs of victims through services, and investigating and prosecuting sex and labor trafficking cases (as well as the purchasers of commercial sex) at the local, state, tribal, and federal levels.

With this award, the International Rescue Committee, Inc. will work in partnership with the Miami-Dade County Police Department to develop and enhance the Southern Florida Human Trafficking Task Force. This task force will implement project activities within the geographic area of Miami-Dade County, Florida over a three-year project period.

CA/NCF



**Attachment 3 – Reimbursement Request**

***Human Trafficking Program Evaluation***

**MIAMI-DADE COUNTY / MIAMI-DADE POLICE DEPARTMENT**

**INTERNATIONAL RESCUE COMMITTEE**

**FLORIDA INTERNATIONAL UNIVERSITY**

---

Subgrantee: Miami-Dade County / Miami-Dade Police Department

U.S. Department of Justice Grant Number: 2018-VT-VX-K089 CFDA#: 16.320

**Sub-recipient: Florida International University**

Project Name: Human Trafficking Program Evaluation

Reporting Period: \_\_\_\_\_

***Please attach to this Reimbursement Request an Invoice, Time Sheets, and Activity Summary for the Reporting Period. Note that this Activity Summary is not the Year To Date Report on Human Trafficking Program Evaluation to be provided as a Deliverable.***

**Provide Signed Reimbursement Request via Email to:**

Sergeant Randall Rossman  
Miami-Dade Police Department  
Fiscal Administration Bureau  
Grant Management  
rrossman@mdpd.com  
Telephone: 305-471-2520

Florida International University is requesting reimbursement in the amount of: \$\_\_\_\_\_.

---

Signature, Chief Financial Officer or Designated Representative

Date

---

Please Print Name

By signing this report, I certify to best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

**MIAMI-DADE POLICE DEPARTMENT**

**Reimbursement Request Accepted**

---

Christopher Carothers, Major                      Date  
Special Victims Bureau

---

Gustavo Knoepffler, Assistant Director      Date  
Department Services

**Attachment 4 - Project Time Line and Budget**  
**Human Trafficking Program Evaluation**  
**MIAMI-DADE COUNTY / MIAMI-DADE POLICE DEPARTMENT**  
**INTERNATIONAL RESCUE COMMITTEE**  
**FLORIDA INTERNATIONAL UNIVERSITY**

| Evaluation Project Time Line and Budget |                  |                  | Agency          |                 |
|---|------------------|------------------|-----------------|-----------------|
| Period of Performance                   | Report due       | Total            | MDPD            | IRC             |
|   |                  | Estimate Billing |                 |                 |
| January 1, 2020 thru June 30, 2020      | July 30, 2020    | \$21,900         | \$12,075        | \$9,825         |
| July 1, 2020 thru December 30, 2020     | January 30, 2021 | \$21,900         | \$12,075        | \$9,825         |
| January 1, 2021 thru June 30, 2021      | July 30, 2021    | \$21,900         | \$12,075        | \$9,825         |
| July 1, 2021 thru September 30, 2021    | October 30, 2021 | \$10,474         | \$5,775         | \$4,699         |
|   |                  | <b>\$76,174</b>  | <b>\$42,000</b> | <b>\$34,174</b> |
| <b>Grand Total</b>                      |                  |                  |                 | <b>\$76,174</b> |

**Attachment 5 - Project Deliverables**

**Human Trafficking Program Evaluation**

**MIAMI-DADE COUNTY / MIAMI-DADE POLICE DEPARTMENT**

**INTERNATIONAL RESCUE COMMITTEE**

**FLORIDA INTERNATIONAL UNIVERSITY**

---

Subgrantee: Miami-Dade County / Miami-Dade Police Department

U.S. Department of Justice Grant Number: 2018-VT-VX-K089 CFDA#: 16.320

**Sub-recipient: Florida International University**

Project Name: Human Trafficking Program Evaluation

Deliverable Payment Schedule and Reporting Requirements: (check one)

\_\_\_\_\_ Reimbursement Request #3: \$ \_\_\_\_\_  
Reporting Period January 1, 2020 through June 30, 2020  
*Write and submit YEAR TO DATE REPORT on the Human Trafficking Program Evaluation*

\_\_\_\_\_ Reimbursement Request #4: \$ \_\_\_\_\_  
Reporting Period July 1, 2020 through December 31, 2020  
*Write and submit YEAR TO DATE REPORT on the Human Trafficking Program Evaluation*

\_\_\_\_\_ Reimbursement Request #5: \$ \_\_\_\_\_  
Reporting Period January 1, 2021 through June 30, 2021  
*Write and submit YEAR TO DATE REPORT on the Human Trafficking Program Evaluation*

\_\_\_\_\_ Reimbursement Request #6: \$ \_\_\_\_\_  
Reporting Period July 1, 2021 through September 30, 2021 FINAL  
*Write and submit YEAR TO DATE REPORT AND FINAL REPORT on the Human Trafficking Program Evaluation*

**Provide Signed Report via Email to:** Sergeant Randall Rossman  
Miami-Dade Police Department  
Fiscal Administration Bureau  
Grant Management  
rlrossman@mdpd.com

Telephone: 305-471-2520



By signing this report, I certify to best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

**FLORIDA INTERNATIONAL UNIVERSITY**

---

|            |      |            |      |
|------------|------|------------|------|
| Print Name | Date | Print Name | Date |
|------------|------|------------|------|

**MIAMI-DADE POLICE DEPARTMENT**

**Report Accepted**

---

|  |      |
|--|------|
| Christopher Carothers, Major<br>Special Victims Bureau | Date |
|--|------|

---

|   |      |
|---|------|
| Gustavo Knoepffler, Assistant Director<br>Department Services | Date |
|---|------|