

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - County-wide

## Section 1: Administration

### Subgrant Recipient

**Organization Name:** Town Of Palm Beach

**County:** Palm Beach

### Chief Official

**Name:** Gail Coniglio

**Title:** Mayor

**Address:** 360 South County Road

**City:** Palm Beach

**State:** FL **Zip:** 33480-6735

**Phone:** 561-838-5414 **Ext:**

**Fax:**

**Email:** gconiglio@townofpalmbeach.com

### Chief Financial Officer

**Name:** Jane LeClainche

**Title:** Finance Director

**Address:** 360 South County Road

**City:** Palm Beach

**State:** FL **Zip:** 33480-6735

**Phone:** 561-838-5444 **Ext:**

**Fax:** 561-838-5417

**Email:** jleclainche@townofpalmbeach.com

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## Section 1: Administration

### Implementing Agency

**Organization Name:** Palm Beach Police Department  
**County:** Palm Beach

### Chief Official

**Name:** Nicholas Caristo  
**Title:** Acting Chief of Police  
**Address:** 345 South County Road  
**City:** Palm Beach  
**State:** FL **Zip:** 33480-4443  
**Phone:** 561-227-6352 **Ext:**  
**Fax:**  
**Email:** ncaristo@palmbeachpolice.com

### Project Director

**Name:** Lisa Gorman  
**Title:** Administrative Planner/Accreditation Manager  
**Address:** 345 South County Road  
**City:** Palm Beach  
**State:** FL **Zip:** 33480  
**Phone:** 561-227-6355 **Ext:**  
**Fax:**  
**Email:** lgorman@townofpalmbeach.com

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## Section 2: Project Overview

### General Project Information

**Project Title:** VIRTRA TRAINING SIMULATOR  
**Subgrant Recipient:** Town Of Palm Beach  
**Implementing Agency:** Palm Beach Police Department  
**Project Start Date:** 9/1/2018      **End Date:** 6/30/2019

### Problem Identification

The Palm Beach Police Department is located on a barrier island in Palm Beach, Florida. The Town of Palm Beach is a prestigious high profile community which attracts affluent residents and visitors alike and whose population swells from approximately 10,000 annual residents to approximately 40,000 seasonal residents. The Town of Palm Beach is home to one of the world's most prestigious shopping districts (Worth Avenue) as well as the Henry Flagler Museum and the world-renowned Breakers Hotel. In addition, as I am sure you are aware; the Town is also home to the Winter White House for the President of the United States.

As a result, in the past two years, the Palm Beach Police Department has been involved in many demonstrations and protests that included some hostile crowds, as well as preparations for Presidential and dignitary visits. As the popularity of the Town of Palm Beach increases along with violence at schools and throughout the nation, use of force training is ever prevalent and under increasing scrutiny. Obtaining an on-site training environment that would provide tailored scenarios for events including but not limited to active shooters at schools or places of worship, aggressive protests encounters, home invasions, pursuits, etc. would be an invaluable asset to this department and this community,

The Palm Beach Police Department has invested hundreds of thousands of dollars on overtime, variable message boards, barriers, Emergency Field Force equipment and training, etc. to ensure adequate security measures are in place to provide the President of the United States, the first family, and other dignitaries the necessary protection while residing in or visiting the Town of Palm Beach.

### Project Summary (Scope of Work)

The Palm Beach Police Department has evaluated the necessity of purchasing a virtual training simulator (VirTra 300 Firearms Simulator System) that would allow law enforcement officers the ability to train in an immersive training environment. The simulator delivers real-life law enforcement scenarios to provide training on de-escalation opportunities, critical decision making in the use of force encounters, marksmanship, tactical skills, etc. The simulator would be housed on Town property, in a secure location, that would provide easy access to the department for regular training opportunities to sworn personnel.

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## Section 2: Project Overview

### Section Questions:

- Question: What percentage of the total cost of this project is being funded by sources other than this award?
- Answer: 77
- Question: What is the name of the jurisdiction(s) your agency provides service to. (e.g., City of Miami, Orange County, State of Florida)
- Answer: Town of Palm Beach and surrounding municipalities if called upon through the Mutual Aid Agreement.
- Question: What is the address of the location being used to provide services for this project?
- Answer: 345 South County Road  
Palm Beach, Florida 33480
- Question: Describe your agency. (e.g., non-profit, community based, government)
- Answer: Municipal Police Department
- Question: Have you verified that the subgrantee has an active and current registration in SAM.gov?
- Answer: Yes
- Question: What is the Operating Capital Outlay threshold used by the subgrantee? If the implementing agency is a sheriff's office, indicate the sheriff's office's threshold instead.
- Answer: The Police Department is receiving funding from the Palm Beach Police Foundation to supplement this grant request.
- Question: Does the subgrantee receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?
- Answer: No
- Question: Does the implementing agency receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?
- Answer: No
- Question: In your organization's preceding completed fiscal year, did your organization (the subgrantee) receive at least (a) 80 percent or (b) \$25,000,000 of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?
- Answer: No
- Question: If you answered yes above, does the public have access to information about the compensation of the executives in your organization (the subgrantee) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? If answer to Part 1, above, was "no," answer N/A.
- Answer: No

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Question: What is the combined population of the jurisdiction(s) your agency provides services to (according to the 2010 census)?

Answer: 8563

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## Section 3: Performance

### General Performance Info:

Performance Reporting Frequency: Quarterly

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## Section 4: Financial

### General Financial Info:

**Note: All financial remittances will be sent to the Chief Financial Officer of the Subgrantee Organization.**

Financial Reporting Frequency for this Subgrant: Quarterly

Is the subgrantee a state agency?: No

FLAIR / Vendor Number: 596000402

### Budget:

Budget Category	Prime	Match	Total
Salaries and Benefits	\$0.00	\$0.00	\$0.00
Contractual Services	\$0.00	\$0.00	\$0.00
Expenses	\$0.00	\$0.00	\$0.00
Operating Capital Outlay	\$50,000.00	\$170,000.00	\$220,000.00
Indirect Costs	\$0.00	\$0.00	\$0.00
-- Totals --	\$50,000.00	\$170,000.00	\$220,000.00
Percentage	22.7272	77.2727	100.0

### Project Generated Income:

Will the project earn project generated income (PGI)? No

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## Section 4: Financial (cont.)

### **Budget Narrative:**

The Palm Beach Police Department is striving to purchase the VirTra Systems 300 LE-1 simulator which uses five interconnected screens to create fully immersive active engagements in a 300 degree environment surrounding the trainees. The multi-directional audio and seamless real video create an environment and situation that will challenge trainees and prepare them for the types of encounters that law enforcement officers are liable to be required to respond.

The purchase of the VirTra Systems 300 LE-1 simulator includes a 1 year annual service agreement; overhead truss structure for V-300 front project systems; Enhanced training platform; amplifiers and transducers that allow trainees to actually feel sounds for increased realism; all monitor and software requirements along with installation and training.

The VirTra Systems 300 LE-1 simulator purchased will also include all training equipment and modules to train with weapons used by the Palm Beach Police Department sworn members such as Smith & Wesson handguns and Tasers as well as the VirTra Threat Fire re-turn fire simulator device, ammunition refill station, and monitors and recording devices to record and play back training sessions during post training debriefings.



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## Section 4: Financial

### Section Questions:

Question: If the budget contains salaries and benefits, will this project result in a net personnel increase, or continue to fund a prior federally grant funded net personnel increase?

Answer: No

Question: If Expenses or Operating Capital Outlay are included in your budget, what will be the method of procurement for those items? (e.g., competitive bid, sole source, state term contract)

Answer: The Capital Outlay is not included in the Town's current FY19 budget. Due to continuing budget constraints it is anticipated that approximately 25% of total may be covered by Undesignated General Fund Contingency. The balancing of the funding is expected to come from community donations and by the Palm Beach Police Foundation. The purchase of the equipment will be via sole source procurement following established Purchasing Procedures of the Town of Palm Beach.

Question: If indirect cost is included, explain the indirect cost plan. Provide documentation of approval.

Answer: N/A

Question: If contractual services in the budget are based on unit costs, provide a definition and breakdown of cost for each service. Include the methodology for the unit cost plan and when it was approved.

Answer: N/A

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## **Section 5: Standard Conditions**

**Insert Standard Conditions Page here.**

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## Section 6: Signatures

In witness whereof, the parties affirm they each have read and agree to the conditions set forth in this agreement, have read and understand the agreement in its entirety and have executed this agreement by their duty authorized officers on the date, month and year set out below.

**Corrections on this page, including Strikeovers, whiteout, etc.  
are not acceptable.**

**State of Florida  
Department of Law Enforcement  
Office of Criminal Justice Grants**

Signature: \_\_\_\_\_

Typed Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Subgrant Recipient  
Authorizing Official of Governmental Unit  
(Commission Chairman, Mayor, or Designated Representative)**

Typed Name of Subgrant Recipient: Town of Palm Beach

Signature: \_\_\_\_\_

Typed Name and Title: Gale Coniglio, Mayor

Date: \_\_\_\_\_

**Implementing Agency  
Official, Administrator or Designated Representative**

Typed Name of Implementing Agency: Palm Beach Police Department

Signature: \_\_\_\_\_

Typed Name and Title: Nicholas Caristo, Acting Chief of Police

Date: \_\_\_\_\_

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## **Section 7: Certifications and Authorizations**

**Insert Certifications and Authorizations here.**