

2018 NARRATIVE TEMPLATE FOR CONTINUATION
GRANT PROPOSALS

MENTAL HEALTH, CHEMICAL DEPENDENCY, AND THERAPEUTIC COURTS RFP
KITSAP COUNTY HUMAN SERVICES DEPARTMENT

All Continuation Proposals will be screened and rated based on the following Narrative information using the template below. The Narrative is limited up to 10 pages.

1. **One Page Summary of your Current Project-** This proposal is requesting to continue the funding to increase the CIOs for Kitsap County Law Enforcement. This proposal is different in the sense we are only requesting funds in order to provide the Criminal Justice Training Commission (CJTC) approved 40 CIT course in Kitsap County twice a year, along with the 24 hour advanced course. The 40 hour CIT course teaches important techniques in de-escalating a crisis. The course covers the legal aspects of mental health commitments; liability issues; mental disorders; indicators of mental illness; understanding mental illness; documentation; the interpersonal relations necessary to effectively work with the mentally ill, their families, and the mental health system; and intervention strategies for dealing with both low and high risk situations. Those that participates are required to complete role play scenarios to meet the requirement of the class. The local 40 hour CIT classes also allows us the ability to educate law enforcement on local resources, something that cannot be done in a CIT course out of the county. We continue to see the benefits of this training in our law enforcement in Kitsap County, continually working with the mentally ill when they are in crisis. The advanced training offers the extra piece, the techniques and skills to be successful. Last year we requested funding for tablets, so that law enforcement could have the person in crisis Facetime with a Designated Mental Health Professional (CDMHP). We found that smartphones that most city and county law enforcement agencies issue, is just as effective, and requires no additional costs. This year we are requesting to supplement the backfill/overtime for the 2/40 hour CIT classes, as well as the advanced course. We have found that without the ability to reimbursing law enforcement agencies overtime/backfill, greatly increases those that can attend.

2. **Accomplishments to Date**

A. **Progress to Date-** The goals we set in the last proposal were:

- Increase the number of designated CIOs
- Increase the number of law enforcement that have received 8 hour course
- Provide all designated CIOs with advanced training

- Provide all law enforcement with the ability to access DMHP through Facetime

In late December of 2016, we held a 40 CIT in Suquamish, adding 17 more CIO in Kitsap County. We are holding another 40 hour class in late October, early November, and we are hoping 30 will attend. Through a grant called Trueblood, Kitsap Mental Health requested \$60,000.00 to supplement overtime/backfill in a 40 CIT. The money must be spent by the end of 2017, and that is why we believe that this class will be full.

This year so far, we have had 3/8 hour CIT classes, which all law enforcement is mandated to attend. Thus far, we have had 117 law enforcement in Kitsap County attend that course, and we have two more scheduled later for this year.

In May of this year we offered our advanced training of Responding to Veteran's with PTSD. There were 35 that attended this advanced training, and it was found to be very useful. In the evaluations comments such as, "Opened our Eyes," or "it motivated me." The participants spent three days learning about PTSD, the effects of not only coming back from war, but what law enforcement deals with on a daily basis. To have 35 Kitsap County law enforcement personnel receive training that will enhance their skills all at one time, was important because they all work in same community.

- B. **Barriers to Implementation**-For this grant period, the true barrier has been the ability to increase the attendees of the CIT course, because we no longer provide backfill/overtime. The last 40 hour CIT course only had 17 in attendance, when usually we have close to 30. We have been able to alleviate this concern towards the end of this year because of the \$60,000.00 funded through the Trueblood award.

The other barrier that we experienced this year was launching the tablet program that was funded. Because of concerns with HIPPA, it took time to work through, which we did. It was at that time we realized that maybe tablets were not a good idea, given that not all law enforcement would have one, and the county is well spread out and it would be difficult to share the few that were being purchased. Many have taken the initiative to use their city or county issued phones, which almost everyone is issued. They call the DMHPs on the law enforcement only line when they need guidance with someone in crisis. We have discovered that although this was a barrier, we found a more efficient method that did not require us to spend those funds allocated.

- C. **Outreach**-The CIO continues outreach through the calls that law enforcement answer, trying to assist people in crisis and get them to the resources they need. Reaching out to the target population generally comes from the calls that are answered. As we increase the numbers of CIOs in Kitsap County, many more will have the techniques and skills to help de-escalate. Our CIO meetings continue

bi-monthly, allowing all CIOs and other stakeholders attend and work on any ongoing issues or concerns. It has also been a time to talk about celebrations. We continue to sit with other stakeholders such as NAMI, Kitsap Mental Health, Kitsap Connect, Poulsbo Behavioral Health, Harrison Hospital, to open the communication even more. It is a great concept to have all of these stakeholders sit in a room with law enforcement and try to solve problems related to mental health,

- D. Integration & Collective Impact-**The CIO program has integrated into other programs such as the Poulsbo Behavioral Health Specialist program, Linda Melseth and Kim Hendrickson. The collaboration has expanded and CIO in Bremerton, Poulsbo, Bainbridge Island and Port Orchard have been working with Linda Melseth to conduct outreach. These two programs complement each other and make a bigger difference in the community. CIO Meade and CIO Garrity work closely with Linda to help others in the community find the services they need.

The connection made through the CIO has transferred into the jail allowing services to be offered that were not available before. Recently we had a high utilizer that was in custody and needed extra attention upon release, making sure he was delivered to the right resources he needed. Through collaboration with the CIOs in the jails, Linda Melseth, the courts, and Kitsap Mental Health, that individual has not returned to jail. We continue to work and access every resource we can to effectively deliver serviced to those that are needed.

Collectively we are changing the community and the culture to be assist those with mental illness. Through the training that we provide law enforcement and the collaborating, we should continue to see successes.

- E. Key Accomplishments-** One key accomplishment is the increase of CIO calls. While the reporting numbers we provide do not show an accurate number, due to some law enforcement forgetting, they have increased significantly. The first quarter we reported 145 CIO class, and this last report out we had 444. We continue to communicate with everyone the importance of closing out CIO when appropriate.

Another accomplishment we have made this year is updating the brochure that law enforcement can hand out. It is titled "How to Get Help in Kitsap County" and it provides resources for youth, adults, veterans and families, from suicide prevention to substance abuse treatment. The brochures were recently printed and ready for distribution.

On 04/11/2017 a Kitsap County Deputy was called out to assist Kitsap Mental Health with a patient who was fairly large in size, acting our aggressive, and needed to be sedated. The deputy came in and took the lead and did a fantastic

job communicating with the patient. The deputy was able to gain compliance with the patient and walked him to the restraint room without using any force.

Last month a deputy was called out to a suicidal male, who was a veteran, going through some difficult times. The deputy spent a lot of time with this veteran, talking and trying to get him the resources he needed. In fact the deputy took the veteran out to breakfast. The call was cleared, and the veteran is doing well. No trips to the hospital, just talking and getting him the resources the veteran needed.

The success of the project is determined by the officers in the field when dealing with persons in crisis. By remaining patient, understanding, and compassionate the officers who have sought out this training are able to get the people that need services pointed in the right direction.

3. Budget Narrative

A. **Expenditures**-For the budget to date we have spent the following:

- \$17,479.11 for the advanced class. This includes the instructors, backfill/overtime, and supplies
- \$4468.98 spent for 1/40 hour CIT course on instructors (we have another class scheduled for later this year)
- \$741.20 for brochures

For funds that have not been spent, as mentioned above we have another 40 hour class this year where we will be spending more funds. Regarding the \$5,353.00 that was allocated for the 8 hour class, we did not use these funds to date. The CJTC has been gracious and traveled to Kitsap County for free to offer 5 classes to our law enforcement. The \$17,760.00 for tablets, wireless charges and cases, has not been spent, nor do we anticipate any of it as this to be. This will result in a return of funds to be around \$23,000.00

B. **Funding Request**- For this proposal we are requesting to fund 2/40 hour CIT courses and 1/24 hour advanced course. We want to increase the CIOs in Kitsap County significantly in 2018, and this can be done if this proposal is accepted. We are asking for overtime/backfill for to cover the 40 hour classes and the advanced class as well.

If this proposal is accepted we can increase CIOs by 40 at the end of 2018 and also provide advanced training to several of the CIOs. The funding is as follows:

- 2/40 hour CIT classes-Instructors $\$5,500.00 \times 2 = \$11,000.00$, 40 CIOs, (20 for each class) backfill and overtime $40 \times 24 \text{ hours} @ \$55.00 = \$52,800.00$, supplies for two classes, $\$500.00 \times 2 = \$1,000.00$. Total for two 40 CIT classes $\$64,800.00$.

- Advanced Training- Instructors \$6,000.00. Travel expenses for instructors \$2,000.00. Backfill/overtime for 20 CIOs @ \$55.00 hour=\$26,400.00. Although many more will attend, some agencies will absorb overtime/backfill. Supplies for class is \$500.00. Total is \$34,900.00
- Brochures \$1,000.00

See attachment F

- C. **Funding Modifications**-The modification in this grant is that we are requesting to add to include the overtime/backfill for all of the training we want to provide. Although the class is 40 hours, we will only be asking to cover the backfill/overtime for 24 hours for the two classes we want to hold. The CJTC offers reimbursement of 16 hours, and we will request the additional funds through them. We are not requesting any funding for the 8 hour course. The CJTC can provide that for free and agencies can absorb the overtime. Additionally, the funding for tablets, wireless fees, and cases, has been eliminated. As mentioned we have discovered that county and city issued phones can be used.

4. Sustainability

- A. **Leveraged Funds**- The specific agencies absorbed some of the cost for personnel during the previous budget cycle instead of billing the grant. The second part of the question does not apply to this proposal.
- B. **Sustainability Plan**- As more officers are trained and additional CIOs are established with the agencies in Kitsap County we will be closer to having everyone be a CIO in Kitsap County. We continue to locate funding where we can, for example the Trueblood award for overtime/backfill in 2017, and CJTC. The funding through Kitsap County has helped to establish a group of CIOs that will lead the way for the coming years when dealing with mentally ill individuals. We are hopeful in the future these 40 hour classes will be offered in the academy, because it is important training of skills and techniques.

EVALUATION WORKSHEET

INSTRUCTIONS:

Evaluation is the collection of information about a program in a systematic and defined manner to demonstrate success, identify areas for improvement and lessons learned. Every program has at least one end goal and might have several – one or more activities are required to make progress toward meeting the goal. Progress is measured with one or more objectives that might cover an output (number of something) or outcome (change over time) due to the program. The type of outcome (column D) and expected timeframe for change (column E) should be defined. Objectives must follow the “SMART” guideline: specific, measurable, attainable, realistic, and time-bound (column C). Each objective should include an expected target result and completion date (“time-bound” part of column C).

New and continuing grant proposals must fill out the Evaluation Worksheet.

DEFINITIONS:

Goal:	A broad statement or a desired, longer-term, outcome of a program. A program can have one or multiple goals. Each goal has a one or more related specific objectives that, if met, will collectively achieve the stated goal.
Activity:	Actions taken or work performed to produce specific outputs and outcomes.
Objective:	A statement of a desired program result that meets the criteria of being SMART (specific, measurable, achievable, realistic, and time-bound).
Output:	Results of program activities; the direct products or deliverables of program activities; such as number of: sessions completed, people served, materials distributed.
Outcome:	Effect of a program (change) - can be in: participant satisfaction; knowledge, attitude, skill; practice or behavior; overall problem; or a measure of return-on-investment or cost-benefit. Identify any measures that are “fidelity” measures for an evidence based practice.
Timeline:	Is the outcome expected to measure short-term, medium-term or a longer-term change? When will measurement begin? How often will measurement be done (frequency: quarterly, semi-annual, annual, other)?
Baseline:	The status of services or outcome-related measures before an intervention against which progress can be assessed or comparisons made. Should include data and time frame.
Source:	How and from where will data be collected?

EVALUATION WORKSHEET

PROJECT NAME: Crisis Intervention and Triage for Law Enforcement

A. GOAL	B. ACTIVITY	C. SMART OBJECTIVE	D. TYPE OF MEASURE	E. TIMELINE	F. BASELINE Data and time	G. SOURCE
Increase the number of designated Crisis Intervention Officers in Kitsap County	Provide 40 hours of instruction on crisis intervention training to Kitsap County Officers that have been identified as Crisis Intervention Officers.	Increase the amount of CIOs from 46 to 86	<input type="checkbox"/> Output <input type="checkbox"/> Outcome: Participant satisfaction <input checked="" type="checkbox"/> Outcome: Knowledge, attitude, skill <input type="checkbox"/> Outcome: Practice or behavior <input type="checkbox"/> Outcome: Impact on overall problem <input type="checkbox"/> Return-on-investment or cost-benefit If applicable: <input type="checkbox"/> Fidelity measure	<input type="checkbox"/> Short <input checked="" type="checkbox"/> Medium <input type="checkbox"/> Long Start date: <u>Spring of 2018</u> Frequency: <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Semi-annual <input type="checkbox"/> Annual <input type="checkbox"/> Other: _____	Figures will be used after late 2017 class	Attendance sheets
Provide as many designated crisis intervention officers with 24 hours of enhanced CIT training	Provide 24 hours of enhanced training to designated CIO's that will enhance their ability to communicate and deescalate encounters with the mentally ill.	Have 100% capacity of designated CIOs attend advanced training.	<input type="checkbox"/> Output <input type="checkbox"/> Outcome: Participant satisfaction <input checked="" type="checkbox"/> Outcome: Knowledge, attitude, skill <input type="checkbox"/> Outcome: Practice or behavior <input type="checkbox"/> Outcome: Impact on overall problem <input type="checkbox"/> Return-on-investment or cost-benefit If applicable: <input type="checkbox"/> Fidelity measure	<input checked="" type="checkbox"/> Short <input type="checkbox"/> Medium <input type="checkbox"/> Long Start date: <u>Spring of 2018</u> Frequency: <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Semi-annual <input type="checkbox"/> Annual <input type="checkbox"/> Other: _____	At least 25 designated CIOs attend the course	Attendance sheets
Increase annotating calls that should be designated CIO	Continue to communicate to law enforcement the relevance of annotating CIO in calls when appropriate, in order to capture more valid data.	Increase the monthly CIO calls that are annotated, from 50 to 100 per month,	<input type="checkbox"/> Output <input type="checkbox"/> Outcome: Participant satisfaction <input type="checkbox"/> Outcome: Knowledge, attitude, skill <input checked="" type="checkbox"/> Outcome: Practice or behavior <input type="checkbox"/> Outcome: Impact on overall problem <input type="checkbox"/> Return-on-investment or cost-benefit If applicable: <input type="checkbox"/> Fidelity measure	<input type="checkbox"/> Short <input checked="" type="checkbox"/> Medium <input type="checkbox"/> Long Start date: <u>January 2018</u> Frequency: <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Semi-annual <input type="checkbox"/> Annual <input type="checkbox"/> Other: _____	Last baseline was 50, we continue to see an increase	Data from Kitsap 911

Total Agency or Departmental Budget Form

ATTACHMENT E

Agency Name: Bremerton Police Department

Project: Crisis Intervention and Triage for Law Enforcement

Accrual

Cash

AGENCY REVENUE AND EXPENSES	2016		2017		2018	
	Actual	Percent	Budget	Percent	Budget	Percent
AGENCY REVENUE						
Federal Revenue	\$ -	0%		0%	\$ 1.00	100%
WA State Revenue	\$ 1,492,571.00	4%	\$ 1,127,430.00	3%	\$ -	0%
Local Revenue	\$ 28,986,308.00	76%	\$ 30,089,730.00	77%	\$ -	0%
Private Funding Revenue	\$ -	0%	\$ -	0%	\$ -	0%
Agency Revenue	\$ 7,225,276.00	19%	\$ 7,641,429.00	19%	\$ -	0%
Miscellaneous Revenue	\$ 315,781.00	1%	\$ 340,470.00	1%	\$ -	0%
Total Agency Revenue (A)	\$ 38,019,936.00		\$ 39,199,059.00		\$ 1.00	
AGENCY EXPENSES						
Personnel						
Managers		0%		0%	\$ 1.00	100%
Staff	\$ 27,992,460.00	72%	\$ 29,229,264.00	73%	\$ -	0%
Total Benefits	\$ -	0%	\$ -	0%	\$ -	0%
Subtotal	\$ 27,992,460.00	72%	\$ 29,229,264.00	73%	\$ 1.00	100%
Supplies/Equipment						
Equipment	\$ 9,988,903.00	26%	\$ 9,831,890.00	24%	\$ -	0%
Office Supplies	\$ -	0%	\$ -	0%	\$ -	0%
Other (Describe)	\$ -	0%	\$ -	0%	\$ -	0%
Subtotal	\$ 9,988,903.00	26%	\$ 9,831,890.00	24%	\$ -	0%
Administration						
Advertising/Marketing	\$ -	0%	\$ -	0%	\$ -	0%
Audit/Accounting	\$ -	0%	\$ -	0%	\$ -	0%
Communication	\$ -	0%	\$ -	0%	\$ -	0%
Insurance/Bonds	\$ -	0%	\$ -	0%	\$ -	0%
Postage/Printing	\$ -	0%	\$ -	0%	\$ -	0%
Training/Travel/Transportation	\$ -	0%	\$ -	0%	\$ -	0%
% Indirect	\$ -	0%	\$ -	0%	\$ -	0%
Other (Describe)	\$ -	0%	\$ -	0%	\$ -	0%
Subtotal	\$ -	0%	\$ -	0%	\$ -	0%
Ongoing Operations and Maintenance						
Janitorial Service	\$ -	0%	\$ -	0%	\$ -	0%
Maintenance Contracts	\$ -	0%	\$ -	0%	\$ -	0%
Maintenance of Existing Landscaping	\$ -	0%	\$ -	0%	\$ -	0%
Repair of Equipment and Property	\$ -	0%	\$ -	0%	\$ -	0%
Utilities	\$ -	0%	\$ -	0%	\$ -	0%
Other (Describe)	\$ -	0%	\$ -	0%	\$ -	0%
Other (Describe)	\$ -	0%	\$ -	0%	\$ -	0%
Other (Describe)	\$ -	0%	\$ -	0%	\$ -	0%
Subtotal	\$ -	0%	\$ -	0%	\$ -	0%
Other Costs						
Debt Service	\$ 127,972.00	0%	\$ -	0%	\$ -	0%
Other (Describe) Capital Expenditures/Transfers	\$ 980,573.00	3%	\$ 1,095,883.00	3%	\$ -	0%
Subtotal	\$ 1,108,545.00	3%	\$ 1,095,883.00	3%	\$ -	0%
Total Direct Expenses	\$ 39,089,908.00		\$ 40,157,037.00		\$ 1.00	

NOTE: If an expenditure line item is larger than 10% of the budget, include an attachment showing detail.

General Fund Overview

Introduction:

The General Fund is the principal governmental fund of the City and is used to account for all revenues and expenditures which are not accounted for in any other fund. The majority of General Fund revenue come from property taxes, sales taxes, business and occupation taxes, utility

taxes, federal and state grants, fines, and charges for services. These resources pay for police, fire, parks, municipal court, police and fire pension, community development, economic development, government facilities, and administration.

General Fund

	Actual <u>2012</u>	Actual <u>2013</u>	Actual <u>2014</u>	Actual <u>2015</u>	Budget <u>2016</u>	Budget <u>2017</u>
Taxes	\$22,034,371	\$21,923,588	\$22,470,086	\$28,610,613	\$28,986,308	\$30,089,730
Licenses & Permits	867,468	992,460	1,025,164	1,149,596	1,202,600	1,207,185
Intergovernmental	1,259,048	897,937	974,294	1,314,869	1,492,571	1,127,430
Charges for Services	4,980,811	4,673,758	4,764,439	5,010,981	5,051,176	5,213,444
Fines & Forfeits	1,214,619	1,041,637	927,338	1,052,305	971,500	1,220,800
Other Revenue	4,815,285	4,460,645	4,541,111	692,534	315,781	340,470
Total	\$35,171,602	\$33,990,025	\$34,702,432	\$37,830,898	\$38,019,936	\$39,199,059

Overview

Budgeted General Fund revenue for 2017 incorporates anticipated increases in both tax and licenses, charges for services and fines and forfeiture categories. Tax revenue is due to a combined 12% anticipated increase in sales and criminal justice tax. Interfund charges for services from City owned utilities and internal service funds are also budgeted to increase. An additional \$240,000 from Photo Enforcement Penalties increase Fines and Forfeits by 3.21%.

Though the combined General Fund Revenue has increased by over \$1.1 million, it is im-

portant to note that ongoing revenues are not keeping up with anticipated increases for ongoing expenditures.

Property Tax

The City's property tax is levied based on the assessed property value from the previous year, as determined by the Kitsap County Assessor. Annually the City Council sets the property tax levy as part of the annual budget process. The levy limit applied to the highest allowed levy is the lesser of 1% or the IPD for tax districts with a population greater than 10,000. For this year, the IPD was less than 1% at 0.953%. In order to

General Fund Overview

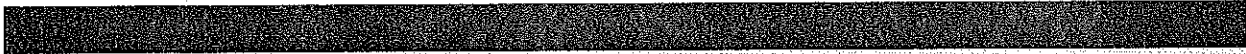
General Fund

	Actual 2014	Actual 2015	Budget 2016	Budget 2017
FTE positions	221.13	222.46	221.56	226.22
Revenues				
Taxes	\$22,474,238	\$28,610,613	\$28,986,308	\$30,089,730
Licenses & Permits	1,025,164	1,149,596	1,202,600	1,207,185
Intergovernmental	974,294	1,314,869	1,492,571	1,127,430
Charges for Services	4,764,439	5,010,981	5,051,176	5,213,444
Fines & Forfeits	923,186	1,052,304	971,500	1,220,800
Other Revenue	4,517,248	692,534	315,781	340,470
Debt Proceeds	0	0	0	0
Total	<u>34,678,569</u>	<u>37,830,897</u>	<u>38,019,936</u>	<u>39,199,059</u>
Expenditures				
City Council	327,218	331,302	341,856	356,542
Executive	339,669	356,572	365,928	437,016
Finance	1,309,507	1,351,847	1,501,846	1,570,997
Legal	993,449	998,169	1,071,364	1,140,796
Human Resources	449,694	600,807	697,828	578,207
Community Development	1,327,821	1,400,066	1,664,379	1,785,892
Municipal Court	1,349,402	1,365,301	1,399,910	1,393,329
City Auditor	180,116	177,619	81,540	79,541
Law Enforcement	9,600,915	10,087,848	10,561,193	10,795,058
Fire/Emergency Medical Services	8,703,899	8,984,656	8,702,529	9,439,332
Police & Fire Pension	1,975,927	2,022,090	1,976,400	1,812,800
Facilities	846,689	1,007,043	1,038,568	1,268,829
Parks & Recreation	2,661,331	2,756,015	2,879,487	2,826,066
Engineering	1,872,395	2,126,636	2,374,028	2,240,412
Non-Departmental	2,827,613	3,648,226	4,433,052	4,432,220
Total Expenditures	<u>34,765,645</u>	<u>37,214,197</u>	<u>39,089,908</u>	<u>40,157,037</u>
Revenue over(under) expenditures	-87,076	616,700	-1,069,972	-957,978
Beginning fund balance	4,732,971	4,645,895	5,262,595	5,866,029
Ending fund balance	<u>\$4,645,895</u>	<u>\$5,262,595</u>	<u>\$4,192,623</u>	<u>\$4,908,051</u>



General Fund

	Actual 2014	Actual 2015	Budget 2016	Budget 2017
Expenditures				
Personnel	\$26,278,246	\$27,168,703	\$27,992,460	\$29,229,264
Supplies, services & taxes	7,921,816	9,228,509	9,988,903	9,831,890
Capital expenditures	52,611	18,278	0	115,000
Debt service	107,972	12,972	127,972	0
Transfers	405,000	785,735	980,573	980,883
Total General Fund	\$34,765,645	\$37,214,197	\$39,089,908	\$40,157,037



Special Project Budget Form

Agency Name: Bremerton Police Department

Project: Crisis Intervention and Triage for Law Enforcen

Enter the estimated costs associated with your project/program	Total Funds		Requested Funds		Other Matching Funds	
	Budget	Percent	Budget	Percent	Budget	Percent
Personnel						
Managers	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Staff (overtime and backfill)	\$ 79,200.00	79%	\$ 79,200.00	79%	\$ -	#DIV/0!
Total Benefits	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
SUBTOTAL	\$ 79,200.00	79%	\$ 79,200.00	79%	\$ -	#DIV/0!
Supplies & Equipment						
Equipment	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Office Supplies (class supplies)	\$ 1,500.00	1%	\$ 1,500.00	1%	\$ -	#DIV/0!
Other (Describe):	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
SUBTOTAL	\$ 1,500.00	1%	\$ 1,500.00	1%	\$ -	#DIV/0!
Administration						
Advertising/Marketing	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Audit/Accounting	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Communication	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Insurance/Bonds	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Postage/Printing (Brochures)	\$ 1,000.00	1%	\$ 1,000.00	1%	\$ -	#DIV/0!
Training/Travel/Transportation (Instructors)	\$ 19,000.00	19%	\$ 19,000.00	19%	\$ -	#DIV/0!
% Indirect (Limited to 10%)	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Other (Describe):	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
SUBTOTAL	\$ 20,000.00	20%	\$ 20,000.00	20%	\$ -	#DIV/0!
Ongoing Operations & Maintenance						
Janitorial Service	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Maintenance Contracts	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Maintenance of Existing Landscaping	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Repair of Equipment and Property	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Utilites	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Other (Describe):	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Other (Describe):	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Other (Describe):	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
SUBTOTAL	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Other						
Debt Service	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Other (Describe):	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
SUBTOTAL	\$ -	0%	\$ -	0%	\$ -	#DIV/0!
Total Project Budget	\$ 100,700.00		\$ 100,700.00		\$ -	

NOTE: Indirect is limited to 10%

Project Salary Summary

Description	
Number of Professional FTEs	0.00
Number of Clerical FTEs	0.00
Number of All Other FTEs	0.00
Total Number of FTEs	0.00

Salary Information	
Salary of Executive Director or CEO	\$ -
Salaries of Professional Staff	\$ -
Salaries of Clerical Staff	\$ -
Other Salaries (Describe Below)	\$ -
Description:	\$ -
Description:	\$ -
Description:	\$ -
Total Salaries	\$ -
Total Payroll Taxes	\$ -
Total Cost of Benefits	\$ -
Total Cost of Retirement	\$ -
Total Payroll Costs	\$ -



Date: July 8, 2017

Kitsap County Citizens Advisory Board
C/O Kitsap County Human Services
614 Division Street MS-23
Port Orchard, WA 98366

Re: Letter of Commitment to provide Mental Health, Chemical Dependency and Therapeutic Court Programs

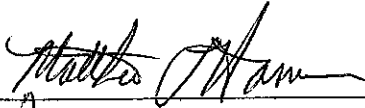
Dear Citizens Advisory Committee,

We are writing to express our continued support and commitment for the Crisis Intervention Training (CIT) for Law Enforcement grant proposal to provide Mental Health, Chemical Dependency and/or Therapeutic Court Programs.

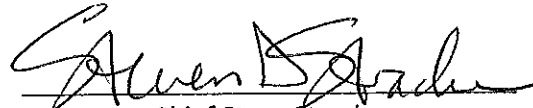
The Bremerton Police Department will be the grant administrating agency but this will serve all of law enforcement throughout Kitsap County. The program will incorporate two 40-hour CIT courses; four 8-hour CIT training days; and a 24-hour CIT enhanced training. We would like to eventually see all of the officers and deputies in Kitsap County complete the 40-hour CIT in order to enhance their skills in responding to calls involving people with behavioral disorders. These skills include more effective ways in improving law enforcements' knowledge, attitude, and access to resources that will assist in decreasing arrests.

We believe our support and commitment will significantly improve the availability of Mental Health, Chemical Dependency and/or Therapeutic Court Program services in the County and we look forward to working with you.

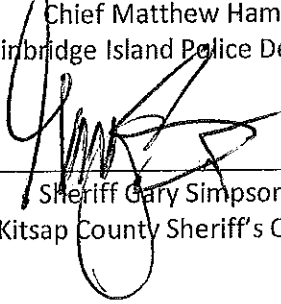
Sincerely,



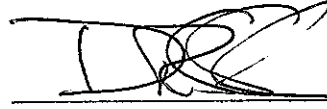
Chief Matthew Hamner
Bainbridge Island Police Department



Chief Steve Strachan
Bremerton Police Department



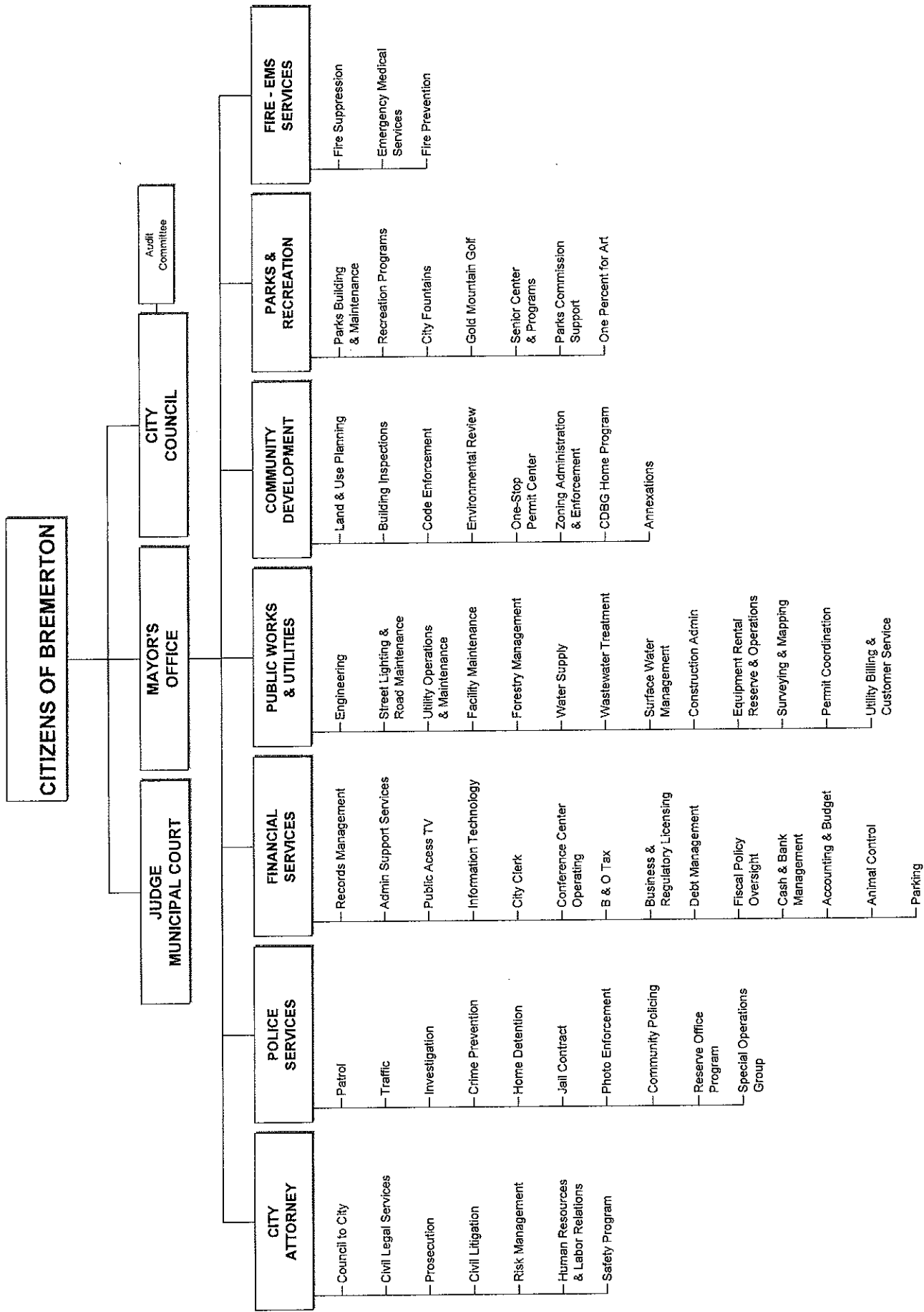
Sheriff Gary Simpson
Kitsap County Sheriff's Office



Chief Dan Schoonmaker
Poulsbo Police Department

Unavailable to sign

Chief Mike Lasnier
Suquamish Police Department



BREMERTON POLICE DEPARTMENT

