

# GOVERNOR'S OFFICE of CRIME CONTROL and PREVENTION

## FY 2019 Paul Coverdell Forensic Science Improvement Grant (CFSI)

### Notice of Funding Availability Application Guidance Kit



**Online Submission Deadline: May 10, 2019 3 pm**

**Funded through:**

**The National Institute of Justice, CFDA 16.742**

Governor's Office of Crime Control and Prevention  
100 Community Place  
Crownsville, Maryland 21032-2022  
[www.goccp.maryland.gov](http://www.goccp.maryland.gov)  
(410) 697-9338

Larry Hogan, Jr., Governor  
Boyd K. Rutherford, Lt. Governor  
V. Glenn Fueston, Jr., Executive Director

**Note: Hard copy applications are no longer being accepted.**

#### **ELIGIBILITY**

Funding through this application is available to forensic science laboratories within local law enforcement agencies and medical examiner's offices. Funds are to be used to help improve the quality and timeliness of forensic science and medical examiner/coroner's office services.

#### **IMPORTANT NOTES**

Applicants are required to apply for grant funding through the Governor's Office of Crime Control and Prevention online application process located at <http://goccp.maryland.gov/grants/>. Instructions for completing the online application can be found at <http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf>. Additionally, all applicants **MUST** provide proof that they have a valid federal **DUNS** number and be **currently registered** with the [System for Award Registration \(SAM\)](#). A screenshot reflecting this information is sufficient.

## Getting Started

Thank you for applying for the **Paul Coverdell Forensic Science Improvement Grant (CFSI)** from the Governor's Office of Crime Control and Prevention (GOCCP). The primary purpose of CFSI is to improve the quality and timeliness of forensic science and medical examiner/coroner services.

If you need application assistance, please contact:

Jackie Adams, Coverdell Forensic Sciences Improvement Grant Program Manager  
410-697-9343  
[Jacqueline.Adams1@maryland.gov](mailto:Jacqueline.Adams1@maryland.gov)

Justice Schisler, Chief of Programs  
410-697-9334  
[Justice.Schisler@maryland.gov](mailto:Justice.Schisler@maryland.gov)

The Governor's Office of Crime Control and Prevention's success is measured by subrecipient success. It is critical that we hear from you, our customers. To share your ideas of how the Governor's Office of Crime Control and Prevention can serve you better, email your program manager.

### **Mission:**

To serve as a coordinating office that advises the Governor on criminal justice strategies. The office plans, promotes, and funds efforts with government entities, private organizations, and the community to advance public policy, enhance public safety, reduce crime and juvenile delinquency, and serve victims.

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## **I. ELIGIBILITY CRITERIA**

Forensic science laboratories within local law enforcement agencies and medical examiner's offices are eligible to submit applications for Coverdell.

## **II. PROGRAM DESCRIPTION**

### **A. Requiring Agency**

Governor's Office of Crime Control and Prevention (GOCCP)

### **B. Opportunity Title**

Paul Coverdell Forensic Science Improvement Grant (CFSI)

### **C. Submission Date**

May 10, 2019 by 3 PM

### **D. Anticipated Period of Performance**

January 1, 2020 to December 31, 2020

### **E. Funding Opportunity Description**

Coverdell furthers the mission of the Department of Justice by providing States and units of local government with tools needed to meet the challenges of crime and justice.

Specifically, this program seeks to improve the quality and timeliness of forensic science and medical examiner/coroner's office services, including services provided by laboratories operated by States and/or units of local government.

Applicants are encouraged to assess all aspects of evidentiary forensic sample examination when completing their application. This could include crime scene through laboratory analysis, identifying bottlenecks, and general inefficiencies that could be alleviated with Coverdell. The outcome of Coverdell grants is to demonstrate improvement over current operations in the quality and/or timeliness of forensic science or medical examiner services provided.

As of this posting, GOCCP announces the availability of \$326,358 in grant funds. *Of the total available fund, a minimum of \$184,936 will be allocated to support opioid related activities.* Applicants are requested to apply for up to \$40,794. All funding is contingent upon GOCCP receiving the specified grant funds from the National Institute of Justice.

## **III. PROGRAM REQUIREMENTS**

### **A. Purpose Areas**

Coverdell must be used for one of the following purposes:

1. To carry out all or a substantial part of a program intended to improve the quality and timeliness of forensic science or medical examiner/coroner services in the State, including those services provided by laboratories operated by the State and those operated by units of local government within the State.
2. To eliminate a backlog in the analysis of forensic science evidence, including among other things, a backlog with respect to firearms examination, latent prints, toxicology, controlled substances, forensic pathology, questioned documents, and trace evidence.
3. To train, assist, and employ forensic laboratory personnel as needed to eliminate such a backlog.
4. To address emerging forensic science issues (such as statistics, contextual bias, and uncertainty of measurement) and emerging forensic science technology (such as high throughput automation, statistical software, and new types of instrumentation).
5. To educate and train forensic pathologists.
6. To fund medicolegal death investigation systems to facilitate accreditation of medical examiner and coroner offices and certification of medicolegal death investigators.

## **B. Certifications**

Applicants are required to submit the following certifications in order to be considered eligible for Coverdell:

1. A certification and description regarding a plan for forensic science laboratories.
2. A certification regarding use of generally accepted laboratory practices.
3. A certification regarding forensic science laboratory accreditation.
4. A certification and description regarding costs of new facilities.
5. A certification regarding external investigations into allegations of serious negligence or misconduct.

Certifications must be signed in blue ink by the authorized official, scanned, and submitted electronically with your online application, in the document section of the GMS.

Applicants are expected to review the requirements of each certification carefully before determining whether certification may be properly made. Any certification that is submitted must be executed by the authorized official who is both familiar with the certification requirement and authorized to make the certification on behalf of the applicant agency.

The highest standards of integrity in the practice of forensic science are critical to enhance the administration of justice. GOCCP strongly encourages sub-recipients of Coverdell to make use of the process referenced in their certification as to external investigations and to refer allegations of serious negligence or misconduct substantially affecting the integrity of forensic results to government entities. It is a mandatory requirement that an appropriate process exist to conduct independent external investigations.

The certification regarding external investigations has a number of requirements, each of which must be satisfied before the certification may be made. The authorized official making the certification on behalf of the applicant agency must review each of the statutory elements and this guidance carefully before determining whether a certification may be properly made. After reviewing the information and guidance provided, the authorized official, on behalf of the applicant agency, must determine whether:

*A government entity exists with an appropriate process in place to conduct independent external investigations into allegations of serious negligence or misconduct substantially affecting the integrity of the forensic results committed by employees or contractors of any forensic laboratory system, medical examiner's office, coroner's office, law enforcement storage facility, or medical facility in the State that will receive a portion of the grant amount.*

## **C. Performance Measures**

In addition to the above requirements, grantees will be required to track and measure program outputs and outcomes. Outputs and outcomes must be recorded and submitted to GOCCP on a quarterly basis.

The following is a sample list, and is not inclusive of all potential outputs and outcomes that may be included in the final awards:

- Number of backlogged cases as of the first day of this grant period.
- Number of backlogged cases analyzed.
- Average number of days between submission of a sample to a forensic science laboratory and the delivery of test results to a requesting office or agency, as of the first day of the grant period.
- Average number of days between submission of a sample to a forensic science laboratory and delivery of test results to a requesting office or agency during the reporting period.

#### **IV. APPLICATION PROCESS**

Applicants are required to apply for grant funding through GOCCP’s web-based application process, which may be accessed through the homepage: [www.goccp.maryland.gov](http://www.goccp.maryland.gov) by clicking on **GRANTS MANAGEMENT SYSTEM**, or going directly to the login screen using the web URL: <https://grants.goccp.maryland.gov>.

**In order to use the Office’s web-based application you must have a User ID.**

If you have *not* previously applied through the web, go to the following web URL to obtain instructions and the information required to obtain a User ID and password: <http://goccp.maryland.gov/grants/requesting-access/>

The last day to request a User ID is May 1, 2019. If you have previously applied through the web, use your existing User ID and password.

If you have previously applied to GOCCP, but *do not have your User ID*, or are having *technical issues with the system*, contact the GOCCP Helpdesk via email at [support@goccp.freshdesk.com](mailto:support@goccp.freshdesk.com) for assistance.

If you need assistance completing the program specific information required in the online application, please contact Jackie Adams at 410-697-9343 or [Jacqueline.Adams1@maryland.gov](mailto:Jacqueline.Adams1@maryland.gov).

**The online application must be submitted no later than 3:00 PM on May 10, 2019.**

#### **V. TRAINING/TECHNICAL ASSISTANCE (TA)**

To help applicants prepare and submit applications that reflect GOCCP’s established guidelines and procedures, training is provided through training videos posted on the GOCCP website. These may be accessed through the following URL: <http://goccp.maryland.gov/grants/gms-help-videos/>.

Please review the training videos prior to beginning your application to become familiarized with system guidelines, fiscal review and tips, civil rights requirements, etc.

Additionally, instructions for completing the online application can be found at <http://goccp.maryland.gov/grants/programs/>. Applicants are encouraged to review these instructions prior to completing the online application. The narrative section of the application should be completed in an outline-style format (retaining all numbering, lettering, and section headers).

#### **VI. IMPORTANT DATES**

Deadline to Request a User ID	May 1, 2019
Deadline to Submit an Online Application	May 10, 2019
Award Documents/Denial Letters Emailed	December 15, 2019
Sub-award Start Date	January 1, 2020
Sub-award End Date	December 31, 2020

#### **VII. APPLICATION EVALUATION**

GOCCP will assess the merits of the proposed program in each of the following areas (See Notice of Funding Availability Application Instructions located at <http://goccp.maryland.gov/grants/programs/>) and score each application accordingly:

- Problem statement/needs justification (15 points total)

- Program goals and objectives (20 points total)
- Program strategy/program logic (10 points total)
- Performance measurement (outputs, outcomes, and impacts) (20 points total)
- Timeline (5 points total)
- Spending plan and Budget (reasonableness, cost effectiveness, detailed justification per line item) (20 points total)
- Management capabilities (5 points total)
- Sustainability (5 points total)

## VIII. FUNDING SPECIFICATIONS

### A. Funding Cycle

Commencement of awards funded under CFSI for FY 2020 will begin January 1, 2020 and end on December 31, 2020. Funds are paid on a reimbursable basis.

### B. Allowable Costs

The following is a listing of services, activities, and costs that are eligible for support with Coverdell funds within a sub-recipient's organization:

- **Personnel** - including forensic science or medical examiner/coroner personnel, overtime, fellowships, visiting scientists, interns, consultants, or contracted staff.
- **Computerization** - including upgrading, replacing, leasing, or purchasing computer hardware and software for forensic analyses and data management.
- **Laboratory equipment** - including upgrading, leasing, or purchasing forensic laboratory or medical examiner/coroner equipment and instrumentation.
- **Supplies** - Funds may be used to acquire forensic laboratory or medical examiner supplies.
- **Accreditation** - Funds may be used to prepare for laboratory accreditation by the Commission on Accreditation for Law Enforcement Agencies (CALEA), the American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB), the National Association of Medical Examiners (NAME), Forensic Quality Services (FQS) or another appropriate accrediting body. Funds may also be used for application and maintenance fees charged by appropriate accrediting bodies.
- **Education, training, and certification** - Funds may be utilized for appropriate internal and external training of staff that are directly and substantially involved in providing forensic science or medical examiner/coroner services. In appropriate cases, funds also may be used for fees charged by appropriate certifying bodies for certification of staff in specific forensic discipline areas. All education, training, and certification activities must be designed to improve the quality and/or timeliness of forensic science or medical examiner/coroner services. Applications should demonstrate that the proposed training or certification is directly related to the job position and duties of the individual(s) receiving the training or seeking certification.
- **Facilities** - Funds may be used for program expenses relating to facilities, provided the expenses are directly attributable to improving the quality and/or timeliness of forensic science or medical examiner/coroner services. Funds also may be used for renovation and/or construction undertaken as part of the applicant's program to improve the quality and/or timeliness of forensic science or medical examiner/coroner services.

Note: To help ensure compliance with the National Environmental Policy Act (NEPA) and Department of Justice regulations, Coverdell applicants who intend to use funds for activities involving renovations of facilities or the use or purchase of chemicals will be required to submit additional information. Applicants should note that award recipients whose proposals involve renovations of facilities or the use or purchase of chemicals may encounter delays in the release of funds pending satisfactory completion of the NEPA review process.

### C. Unallowable Costs

The following services, activities, and costs cannot be supported with Coverdell at the sub-recipient level:

- Research
- Administrative expenses (direct or indirect) that exceed 10 percent of the total grant amount
- Purchase and/or lease of vehicles, such as crime scene vans
- Lobbying and administrative advocacy
- Perpetrator rehabilitation and counseling
- Audit costs
- Property insurance
- Printing
- Telephone/fax (possible funding source exceptions)
- Food/Beverages (the only exception is the allowance of food expenses for per diem for travel)

**The list above is not exhaustive. GOCCP reserves the right to make additional budget reductions/restrictions and adjustments at its discretion.**

#### **D. Consultant Rates**

The limit for consultant rates is \$650 per day.

### **IX. DISTRIBUTION OF FUNDS & REPORTING REQUIREMENTS**

GOCCP will distribute awarded funds to grantees on a quarterly reimbursement of expenditures basis following the timely submission of corresponding quarterly fiscal and programmatic reports. These reports must be submitted through the Grants Management System. All programmatic electronic reports are due within 15 calendar days of the end of each quarter. Financial electronic reports are due within 30 calendar days of the end of each quarter. All reporting activity occurs through the Grant Management System, using the same User ID and password that were used for the application process.

For further post-award instructions, read your Special Conditions and go to: <http://www.goccp.maryland.gov/grants/general-conditions.php>.

#### **A. Electronic Funds Transfer (EFT)**

GOCCP encourages the use of electronic funds transfer (EFT). To obtain the appropriate form, the address to submit the form, and a general overview, including FAQs, refer to the following website:

[http://comptroller.marylandtaxes.gov/Vendor\\_Services/Accounting\\_Information/Static\\_Files/GADX10Form20150615.pdf](http://comptroller.marylandtaxes.gov/Vendor_Services/Accounting_Information/Static_Files/GADX10Form20150615.pdf).

#### **B. Match**

There is no match required for this funding source. Do NOT enter a match into your budget. If you wish to show other financial or in-kind contribution to your program, it may be written into your narrative.

#### **C. Supplanting, Transparency, and Accountability**

Federal funds must be used to supplement existing state and local funds for program activities and must not replace those funds that have been appropriated for the same purpose. See the Office of Justice Programs Financial Guide (Part II, Chapter 3). There are strict federal laws against the use of federal funds to supplant current funding of an existing program. Jurisdictions must provide assurances and certifications as to non-supplanting and the existence of proper administrative/financial procedures.

A strong emphasis is being placed on accountability and transparency. Grantees must be prepared to track, report on, and document specific outcomes, benefits, and expenditures attributable to the use of grant funds. Misuse of grant funds may result in a range of

penalties to include suspension of current and future funds and civil/criminal penalties.

## **X. APPLICATION CHECKLIST**

### **What an Application Should Include:**

- \_\_\_\_\_ Face Sheet
- \_\_\_\_\_ Project Summary
- \_\_\_\_\_ Narrative
  - \_\_\_\_\_ Problem Statement/Needs Justification
  - \_\_\_\_\_ Program Goals
  - \_\_\_\_\_ Program Strategy
  - \_\_\_\_\_ Program Measurement
  - \_\_\_\_\_ Timeline
  - \_\_\_\_\_ Spending Plan
  - \_\_\_\_\_ Management Capabilities
  - \_\_\_\_\_ Sustainability
- \_\_\_\_\_ DUNS/SAM Registration
- \_\_\_\_\_ Letters of Support/Commitment (if required)
- \_\_\_\_\_ Budget and Budget Justification
  - \_\_\_\_\_ Personnel
  - \_\_\_\_\_ Operating Expenses
  - \_\_\_\_\_ Travel
  - \_\_\_\_\_ Contractual Services
  - \_\_\_\_\_ Equipment
  - \_\_\_\_\_ Other
- \_\_\_\_\_ Indirect Cost Rate Agreement or Documentation Supporting Use of the De minimis Indirect Cost Rate (if applicable)
  - \_\_\_\_\_ Budget Prioritization
  - \_\_\_\_\_ Certified Assurances
  - \_\_\_\_\_ Certification Regarding Lobbying
  - \_\_\_\_\_ Audit Findings/Corrective Action Plan (if applicable)
  - \_\_\_\_\_ Single Audit Requirements (if applicable)
  - \_\_\_\_\_ Proof of 501 (c)(3) Status (if applicable)
  - \_\_\_\_\_ Certification as to plan for forensic science laboratories
  - \_\_\_\_\_ Certification as to generally accepted laboratory practices and procedures
  - \_\_\_\_\_ Certification as to forensic science laboratory system accreditation
  - \_\_\_\_\_ Certification as to use of funds for new facilities
  - \_\_\_\_\_ Certification as to external investigations
  - \_\_\_\_\_ Attachment: External Investigations
  - \_\_\_\_\_ Documentation of Accreditation Status (including documentation of scope of accreditation)

**More information on each item above can be found in the NOFA Application Instructions found here:**

<http://goccp.maryland.gov/wp-content/uploads/NOFA-application-instructions.pdf>.

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS  
NATIONAL INSTITUTE OF JUSTICE

**FY 2019 Coverdell Forensic Science Improvement  
Grants Program**

Certification as to Plan for Forensic Science Laboratories— Application from a State

On behalf of the applicant agency named below, I certify the following to the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice:

The State has developed a plan for forensic science laboratories under a program intended to improve the quality and timeliness of forensic science or medical examiner services in the State, including such services provided by the laboratories operated by the State and those operated by units of local government within the State.

I acknowledge that a false statement in this certification or in the grant application that it supports may be the subject of criminal prosecution, including under 18 U.S.C. § 1001 and 34 U.S.C. § 10272. I also acknowledge that Office of Justice Programs grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs and/or by the Department of Justice's Office of the Inspector General.

I have authority to make this certification on behalf of the applicant agency (that is, the agency applying directly to the National Institute of Justice).

\_\_\_\_\_  
Signature of Certifying Official

\_\_\_\_\_  
Printed Name of Certifying Official

\_\_\_\_\_  
Title of Certifying Official

\_\_\_\_\_  
Name of Applicant Agency  
(Including Name of State)

\_\_\_\_\_  
Date

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS  
NATIONAL INSTITUTE OF JUSTICE

**FY 2019 Coverdell Forensic Science Improvement  
Grants Program**

Certification as to Generally Accepted Laboratory Practices and Procedures

On behalf of the applicant agency named below, I certify the following to the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice:

Any forensic science laboratory system, medical examiner's office, or coroner's office in the State, including any laboratory operated by a unit of local government within the State, that will receive any portion of the grant amount uses generally accepted laboratory practices and procedures, established by accrediting organizations or appropriate certifying bodies.

I acknowledge that a false statement in this certification or in the grant application that it supports may be the subject of criminal prosecution, including under 18 U.S.C. § 1001 and 34 U.S.C. § 10272. I also acknowledge that Office of Justice Programs grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs and/or by the Department of Justice's Office of the Inspector General.

I have authority to make this certification on behalf of the applicant agency (that is, the agency applying directly to the National Institute of Justice).

\_\_\_\_\_  
Signature of Certifying Official

\_\_\_\_\_  
Printed Name of Certifying Official

\_\_\_\_\_  
Title of Certifying Official

\_\_\_\_\_  
Name of Applicant Agency  
(Including Name of State)

\_\_\_\_\_  
Date

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS  
NATIONAL INSTITUTE OF JUSTICE

**FY 2019 Coverdell Forensic Science Improvement  
Grants Program**

Certification as to Forensic Science Laboratory System Accreditation

On behalf of the applicant agency named below, I certify the following to the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice:

Before receiving any funds under this grant, any forensic science laboratory system in the State, including any laboratory operated by a unit of local government within the State, that will receive any portion of the grant amount either—

a) is accredited by an accrediting body that is a signatory to an internationally recognized arrangement and that offers accreditation to forensic science conformity assessment bodies using an accreditation standard that is recognized by that internationally recognized arrangement, or,

b) is not so accredited, but will (or will be required in a legally binding and enforceable writing to) use a portion of the grant amount to prepare and apply for such accreditation not more than 2 years after the date on which a grant is awarded under the FY 2019 Paul Coverdell Forensic Science Improvement Grants Program.

I acknowledge that a false statement in this certification or in the grant application that it supports may be the subject of criminal prosecution, including under 18 U.S.C. § 1001 and 34 U.S.C. § 10272. I also acknowledge that Office of Justice Programs grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs and/or by the Department of Justice's Office of the Inspector General.

I have authority to make this certification on behalf of the applicant agency (that is, the agency applying directly to the National Institute of Justice).

\_\_\_\_\_  
Signature of Certifying Official

\_\_\_\_\_  
Printed Name of Certifying Official

\_\_\_\_\_  
Title of Certifying Official

\_\_\_\_\_  
Name of Applicant Agency  
(Including Name of State)

\_\_\_\_\_  
Date

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS  
NATIONAL INSTITUTE OF JUSTICE

**FY 2019 Coverdell Forensic Science Improvement  
Grants Program**

Certification as to Use of Funds for New Facilities

On behalf of the applicant agency named below, I certify the following to the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice:

The amount of the grant (if any) used for the costs of any new facility or facilities to be constructed as part of a program to improve the quality and timeliness of forensic science and medical examiner services will not exceed the limitations set forth at 34 U.S.C. § 10564(c) and summarized in the FY 2019 Coverdell Forensic Science Improvement Grants Program solicitation.

I acknowledge that a false statement in this certification or in the grant application that it supports may be the subject of criminal prosecution, including under 18 U.S.C. § 1001 and 34 U.S.C. § 10272. I also acknowledge that Office of Justice Programs grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs and/or by the Department of Justice's Office of the Inspector General.

I have authority to make this certification on behalf of the applicant agency (that is, the agency applying directly to the National Institute of Justice).

\_\_\_\_\_  
Signature of Certifying Official

\_\_\_\_\_  
Printed Name of Certifying Official

\_\_\_\_\_  
Title of Certifying Official

\_\_\_\_\_  
Name of Applicant Agency  
(Including Name of State)

\_\_\_\_\_  
Date

U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS  
NATIONAL INSTITUTE OF JUSTICE

**FY 2019 Coverdell Forensic Science Improvement  
Grants Program**

Certification as to External Investigations

On behalf of the applicant agency named below, I certify the following to the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice:

A government entity exists and an appropriate process is in place to conduct independent external investigations into allegations of serious negligence or misconduct substantially affecting the integrity of the forensic results committed by employees or contractors of any forensic laboratory system, medical examiner's office, coroner's office, law enforcement storage facility, or medical facility in the State that will receive a portion of the grant amount.

I personally read and reviewed the section entitled "Eligibility" in the Fiscal Year 2019 program solicitation for the Coverdell Forensic Science Improvement Grants Program. I acknowledge that a false statement in this certification or in the grant application that it supports may be the subject of criminal prosecution, including under 18 U.S.C. § 1001 and 34 U.S.C. § 10272. I also acknowledge that Office of Justice Programs grants, including certifications provided in connection with such grants, are subject to review by the Office of Justice Programs and/or by the Department of Justice's Office of the Inspector General.

I have authority to make this certification on behalf of the applicant agency (that is, the agency applying directly to the National Institute of Justice).

\_\_\_\_\_  
Signature of Certifying Official

\_\_\_\_\_  
Printed Name of Certifying Official

\_\_\_\_\_  
Title of Certifying Official

\_\_\_\_\_  
Name of Applicant Agency  
(Including Name of State)

\_\_\_\_\_  
Date

**FY 2019 Coverdell Forensic Science  
Improvement Grants Program  
Attachment: External Investigations**

The "Certification as to External Investigations" that is submitted on behalf of the applicant agency as part of this application certifies that—

A government entity exists and an appropriate process is in place to conduct independent external investigations into allegations of serious negligence or misconduct substantially affecting the integrity of the forensic results committed by employees or contractors of any forensic laboratory system, medical examiner's office, coroner's office, law enforcement storage facility, or medical facility in the State that will receive a portion of the grant amount.

Prior to receiving funds, the applicant agency (that is, the agency applying directing to the National Institute of Justice) must provide—for each forensic laboratory system, medical examiner's office, coroner's office, law enforcement storage facility, or medical facility that will receive a portion of the grant amount—the name of the "government entity" (or entities) that forms the basis for the certification. Please use the template below to provide this information. (Applicants may adapt this template if necessary, but should ensure that the adapted document provides all required information.)

**IMPORTANT NOTE:** If necessary for accuracy, list more than one entity with respect to each intended recipient of a portion of the grant amount. For example, if no single entity has an appropriate process in place with respect to allegations of serious negligence as well as serious misconduct, it will be necessary to list more than one entity. Similarly, if no single entity has an appropriate process in place with respect to allegations concerning contractors as well as employees, it will be necessary to list more than one entity.

Additional guidance regarding the "Certification as to External Investigations" appears in the "Eligibility" section of the program solicitation for the FY 2019 Coverdell program.

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**Name of Applicant Agency (including Name of State):**

\_\_\_\_\_

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

**Name of any forensic laboratory system, medical examiner's office, coroner's office, law enforcement storage facility, or medical facility that will receive a portion of the grant amount**

**Existing government entity (entities) with an appropriate process in place to conduct independent external investigations**

1. \_\_\_\_\_

\_\_\_\_\_

2. \_\_\_\_\_

\_\_\_\_\_