

▼ **Standard Applicant Information (JustGrants 424 and General Agency Information)**

Funding Opportunity

Federal Agency Name	Funding Opportunity Number	Funding Opportunity Title
Bureau of Justice Assistance	O-BJA-2023-171625	BJA FY 23 Formula DNA Capacity Enhancement for Backlog Reduction (CEBR) Program
Competition Identification Number	Competition Identification Title	Due Date
_____	_____	April 27, 2023 12:59:00 AM UTC

Project Information

Project Title	Proposed Project Start Date	Proposed Project End Date
Oklahoma City Police Department DNA Backlog Reduction Project	10/1/23	9/30/24
Federal Estimated Funding (Federal Share)	Applicant Estimated Funding (Non-Federal Share)	Program Income Estimated Funding
355434.0	0.0	0.0
Total Estimated Funding		
355434.0		

Areas Affected by Project (Cities, Counties, States, etc.)

City of OKC

Oklahoma County

Cleveland County

Canadian County

Pottawatomie County

Type Of Applicant

Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

Other (specify):

Application Submitter Contact Information

Application POC Prefix Name

Application POC First Name

Michael

Application POC Middle Name

Application POC Last Name

Stroope

Application POC Suffix Name

Organizational Affiliation

City of Oklahoma City

Title

Business Manager

Email ID

Michael.Stroope@okc.gov

Phone Number

4053164199

Fax Number

ORINumber

Executive Order and Delinquent Debt Information

Is Application Subject to Review by State Under Executive Order 12372? ★

c. Program is not covered by E.O. 12372.

Is the Applicant Delinquent on Federal Debt?

No

Authorized Representative

Authorized Representative Information

Prefix Name

Mr.

First Name

Middle Name

Last Name

Suffix Name

Michael

Stroope

Title

Business Manager

Verify Legal Name, Doing Business As, and Legal Address

Legal Name

CITY OF OKLAHOMA CITY

Doing Business As

UEI

D3MUME8J5T25

Legal Address

Street 1

420 W MAIN ST

Street 2

City

OKLAHOMA CITY

State

OK

Zip/Postal Code

73102

Congressional District

05

Country

USA

Certification

The legal name + Doing Business As (DBA) and legal address define a unique entity in the system as represented in its entity profile. The profile legal name and address is applicable to ALL applications and awards associated to this fiscal agent.

1. If this information is correct confirm/acknowledge to continue with completion of this application.



I confirm this is the correct entity.

Signer Name

Michael Stroope

Certification Date / Time

04/26/2023 08:17 PM

2. If the information displayed does not accurately represent the legal entity applying for federal assistance:

- Contact your Entity Administrator.
- Contact the System for Award Management (SAM.gov) to update the entity legal name/address.

3. If the above information is not the entity for which this application is being submitted, Withdraw/Delete this application. Please initiate a new application in Grants.gov with using the correct UEI/SAM profile.

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

04/13/2023

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

Choose State...

8. APPLICANT INFORMATION:

* a. Legal Name:

City of Oklahoma City

* b. Employer/Taxpayer Identification Number (EIN/TIN):

736005359

* c. UEI:

D3MUME8J5T25

d. Address:

* Street1:

200 N. Walker Ave. Suite 300

Street2:

* City:

Oklahoma City

County/Parish:

OK

* State:

OK: Oklahoma

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

73102-2232

e. Organizational Unit:

Department Name:

Police Department

Division Name:

Finance

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Michael

Middle Name:

* Last Name:

Stroope

Suffix:

Title:

Business Manager

Organizational Affiliation:

City of Oklahoma City

* Telephone Number:

4053164199

Fax Number:

* Email:

Michael.Stroope@okc.gov

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Bureau of Justice Assistance

11. Catalog of Federal Domestic Assistance Number:

16.741

CFDA Title:

DNA Backlog Reduction Program

* 12. Funding Opportunity Number:

O-BJA-2023-171625

* Title:

BJA FY 23 Formula DNA Capacity Enhancement for Backlog Reduction (CEBR) Program

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Oklahoma City Police Department DNA Backlog Reduction Project

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="355,434.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="355,434.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed:

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

OMB Number: 4040-0013
Expiration Date: 02/28/2025

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name: <input type="text" value="City of Oklahoma City"/> * Street 1: <input type="text" value="200 N. Walker Ave. Suite 300"/> Street 2: <input type="text"/> * City: <input type="text" value="Oklahoma City"/> State: <input type="text"/> Zip: <input type="text" value="73102-2232"/> Congressional District, if known: <input type="text" value="5"/>		
5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime: 		
6. * Federal Department/Agency: <input type="text" value="U.S. Department of Justice/OJP/BJA"/>		7. * Federal Program Name/Description: <input type="text" value="DNA Backlog Reduction Program"/> CFDA Number, if applicable: <input type="text" value="16.741"/>
8. Federal Action Number, if known: <input type="text"/>		9. Award Amount, if known: \$ <input type="text" value="355,434.00"/>
10. a. Name and Address of Lobbying Registrant: Prefix: <input type="text"/> * First Name: <input type="text" value="Potomac Strategic Development LLC."/> Middle Name: <input type="text"/> * Last Name: <input type="text" value="Potomac Strategic Development LLC."/> Suffix: <input type="text"/> * Street 1: <input type="text" value="101 Constitution Ave. NW"/> Street 2: <input type="text" value="9th Floor"/> * City: <input type="text" value="Washington"/> State: <input type="text" value="DC: District of Columbia"/> Zip: <input type="text" value="20001"/>		
b. Individual Performing Services (including address if different from No. 10a) Prefix: <input type="text"/> * First Name: <input type="text" value="Potomac Strategic Development LLC."/> Middle Name: <input type="text"/> * Last Name: <input type="text" value="Potomac Strategic Development LLC."/> Suffix: <input type="text"/> * Street 1: <input type="text" value="101 Constitution Ave. NW"/> Street 2: <input type="text" value="9th Floor"/> * City: <input type="text" value="Washington"/> State: <input type="text" value="DC: District of Columbia"/> Zip: <input type="text" value="20001"/>		
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. * Signature: <input type="text" value="Michael Stroope"/> * Name: Prefix: <input type="text"/> * First Name: <input type="text" value="David"/> Middle Name: <input type="text"/> * Last Name: <input type="text" value="Holt"/> Suffix: <input type="text"/> Title: <input type="text" value="Mayor"/> Telephone No.: <input type="text" value="4052972424"/> Date: <input type="text" value="04/13/2023"/>		
Federal Use Only:		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

BJA FY 23 CEBR FORMULA APPLICATION

Agency Name: Oklahoma City Police Dept State: OK Application No.: _____

Description of the Issue

Applicants should discuss the challenges their laboratory faces that hamper significant improvements in laboratory processing capacity or decreasing turnaround times for CODIS eligible samples.

The Oklahoma City Police Forensic DNA laboratory although servicing single customer continues to see an increase in case submission requests. During 2022 the DNA laboratory backlog has increased by 57% while staffing levels have remained static. The capacity to respond to this increased volume is restricted, resulting in an increasing backlog of cases and CODIS eligible DNA profiles, as well as more than doubling case turn around times. The main reasons for the increase in requests are:

- (1) limited staffing with insufficient personnel to meet submission demands. DNA testing has become heavily relied upon for many cases.
- (2) A limited case acceptance policy, preventing the laboratory for eliminating cases with low success status
- (3) Restaffing of the District Attorney's office resulting in a rise in requests for additional DNA samples to be added to completed cases
- (4) Training and validation of required technology such as probabilistic genotyping, instrument/software validations. The laboratory struggles with limited personnel to complete both these necessary validations/trainings and casework demands.
- (5) Continuing to process every sexual assault kit collected without staffing increase. This has resulted in the laboratory having to prioritizing Y screening turnaround obligations with insufficient personnel for advancing other requests for analysis.

Federal funding provides the opportunity for the laboratory to tackle backlogged cases with limited staffing such as implementing robotic solutions & software providing analyst case work overtime. With out federal assistance a significant number of cases with NDIS viable DNA profiles would be waiting for extended times to be processed.

BJA FY 23 CEBR FORMULA APPLICATION

Program Design

This section should address the goals, objectives, and expected results. The 4 templates below reflect the goals of the program; select all that are applicable to the specific goals of the proposed project (at a minimum, one template must be selected). The objectives should relate to the budget items being proposed for the project. If a template is not used, enter "Not Applicable" or "N/A" to denote the section is not relevant to the proposed project.

1. PROCESS CRIME SCENE SAMPLES — A goal of this project is to process crime scene samples for CODIS entry. This will be achieved through the following objectives:

1. Use grant funds for case working analyst overtime hours to increase the number of forensic cases which can be completed each month
2. Use grant funds to outsource additional forensic casework to a vendor laboratory to develop additional CODIS viable DNA profiles
3. Fund 4 analysts to attending DNA conferences (Bode or ISHI). This would allow analysts to meet the QAS requirement for 8 hrs annual continuing education to continue as qualified analysts. Travel budget will also be included to ensure 2 representatives can attend the annual mandatory CEBR training in DC.

In a minimum of 3-4 sentences, describe how these objectives meet the goal to process crime scene samples for CODIS entry.

1. By adding analyst overtime hours the laboratory can increase the amount of samples/cases which it can process each month. In past awards the lab has successfully utilized award funds in this way to increase case output by 20%. It also assists with technical review and CODIS review. It is anticipated continuing analyst overtime of DNA casework will assist in approximately 20% drop in backlog, improved turn around times and 100 additional CODIS eligible DNA profiles being generated.
2. By outsourcing 100 cases to a vendor laboratory the laboratory can expedite and process these additional cases despite having limited staff.
3. Since 8hrs continuing education is required by NDIS/QAS, this will allow analysts to maintain qualification to continue processing cases as well as keep abreast with technology. Without funding the department would struggle to fulfill this annual commitment.

2. PROCESS DATABASE SAMPLES — A goal of this project is to process database samples for CODIS entry. This will be achieved through the following objectives.

N/A the laboratory is not a databasing laboratory

In a minimum of 3-4 sentences, describe how these objectives meet the goal process database samples for CODIS entry.

N/A the laboratory is not a databasing laboratory

BJA FY 23 CEBR FORMULA APPLICATION

3. INCREASE CAPACITY TO PROCESS CRIME SCENE SAMPLES — A goal of this project is to increase capacity to process crime scene samples for CODIS entry. This will be achieved through the following objectives:

1. Purchase laboratory automation to assist with set up of DNA sequencing plates used to develop DNA profiles from challenging samples
2. Purchase 5 upgraded GeneMapper ID-X software licenses to allow more analysts to analyze DNA data simultaneously.
3. Remodel of the DNA post Amplification room to allow additional instrumentation (thermal cyclers) to be housed/implemented as well as allow more analysts to use post amp facilities simultaneously to develop casework profiles.

In a minimum of 3-4 sentences, describe how these objectives meet the goal to increase capacity to process crime scene samples for CODIS entry.

1. The laboratory has invested in DNA sequencing to allow us to process more challenging DNA samples that may be CODIS viable. Set up of sequencing plates manually is time consuming and complex. Addition of automation at this stage would allow us to process a higher capacity of samples for sequencing as well as allow us to offer this added service.
2. Currently the laboratory has 2 aging versions of this DNA software. Expanding to 5 licenses would allow more analysts to review DNA run data simultaneously and reduce a bottle neck at this process step. It would also assist in review of outsourced DNA casework profiles.
3. the current post amplification room is very small as we are restricted to one analyst working in this area at a time. By doing a remodel (removing a wall to expand into a second room and adding bench space) several analysts could now work simultaneously in this space for post amplification and genetic analyzer stages. This also allows us to add thermal cyclers to meet demand.

4. INCREASE CAPACITY TO PROCESS DATABASE SAMPLES — A goal of this project is to increase capacity to process database samples for CODIS entry. This will be achieved through the following measurable objectives:

N/A the laboratory is not a databasing laboratory

In a minimum of 3-4 sentences, describe how these objectives meet the goal to increase capacity to process database samples for CODIS entry

N/A the laboratory is not a databasing laboratory

BJA FY 23 CEBR FORMULA APPLICATION

The expected timeline for completion of the project is as follows:

Include each objective listed in the goals above in a sequential manner in the table below. Provide realistic steps in the sub-objectives column to work towards meeting each main objective of the goal.

Timeframe	Objectives	Sub-objectives
Oct.-Dec.	1. Initiate contract & purchase process through city policy 2. Initiate analyst overtime project 3. Create plan for remodel 4. obtain instrument quotes 5. Review lean six sigma plan for tracking metrics.	1. October - finalize award documentation, author and submit bids for contract services (casework outsourcing & on-site visit review). 2. November - Schedule architect to initiate remodel plan and time-line estimate prior to bidding. Obtain quotes for software & instrumentation and begin purchase process 3. December - estimate robotics and software can be purchased from vendor. 5. Develop and select most effective cases to be processed on analyst overtime. This will be a sigma six based plan.
Jan.-Mar.	1. Continue processing cases using overtime funds 2. Review contract bids for remodel & outsourcing services 3. Plan validation of robotics/software	1. January overtime is estimated to continue at weekends, remodel contracts and plans should be reviewed and awarded. 2. February - validation plan will be written and started for software and robot. 3 - March - overtime and validations will be ongoing. it is anticipated that remodel planning and contact will be finalized by end of March.

BJA FY 23 CEBR FORMULA APPLICATION

Timeline continued

Timeframe	Objectives	Sub-objectives
April-June	<ol style="list-style-type: none"> 1. Continue with case overtime & validations 2. Send 100 cases to vendor laboratory 3. Schedule travel/training for conferences 4. begin remodel 	<ol style="list-style-type: none"> 1. additional case work performed on weekends for 3 months to allow for more CODIS profiles to be generated 2 April outsource case evidence will be triaged, repackaged and sent to vendor. 3. In April 2 analysts will attend Bode training 4. May and June Post amp area will be relocated and stripped for remodel work
July-Sept.	<ol style="list-style-type: none"> 1. Continue with case overtime 2. Case in process at vendor laboratory 3. Remodel starts 4. Implement new software 5. Analysts attend training conferences 	<ol style="list-style-type: none"> 1. additional case work performed on weekends for 3 months to allow for more CODIS profiles to be generated 2. It is anticipated 6 months may be allowed for vendor to complete all casework submitted. 3. remodel will be in progress (build out) 4. August lab will performance check upgraded GM-IDX and bring online by end of September 5. 2 Analysts will attend ISHI
Oct.-Dec.	<ol style="list-style-type: none"> 1. Continue with case overtime 2. Case in process at vendor laboratory 3. Remodel completed 5. Robotic validation completed & implemented 	<ol style="list-style-type: none"> 1. additional case work performed on weekends for 3 months to allow for more technical reviews 2. It is anticipated 6 months may be allowed for vendor to complete all casework submitted. 3. remodel will be in progress (build out) 4. Robotic validation should take approximately 3 months to complete and bring online during this period.

BJA FY 23 CEBR FORMULA APPLICATION

Timeline continued

Timeframe	Objectives	Sub-objectives
Jan.-Mar.	1. Continue with case overtime 2. Set up remodeled PCR room for casework 3. review of returned outsource casework	1. January - evaluate metrics from overtime cases and finish out goal 2. January, move post amp instrumentation in to remodel area and calibrate instruments 3. Feb-March complete the review and finalize outsourced casework review. Collect metrics on any associated CODIS hits resulting from final review. Also time will be spent considering needs for 2024 CEBR application package.
April-June	1. return of evidence from vendor	These 3 months will be spent ensuring all goals are completed, metrics calculated and assessing the performance of impact of award purchases.
July-Sept.	1. Final report of project success to BJA	It is anticipated award will be completed and reported by July. A review of improvement metrics will be conducted using a data based approach (lean six sigma)

Capabilities and Competencies

Provide 1-2 sentences for each main individual who will be involved in (1) grant management including award acceptance and submission of progress reports, (2) financial management including submission of FFRs and (3) project management to include completion to technical aspects of the project.

Micheal Stroope (OCPD Business Manager) will be the project grant manager responsible for JustGrants, data entry and functions and the main point of contact responsible for the award. He has managed several CEBR awards for the department as well as other federal grants.

Kelly Parker (OCPD Management Specialist) will be the financial contact for this award and will be responsible for the budget management, procurement, associated overtime salary/benefit management accounting and federal financial reporting. She has functioned in this role on 3 previous CEBR awards.

Campbell Ruddock (DNA Manager/Technical Leader) will be the technical point of contact for this award. He will be responsible for evaluation and implementation of new technology, management of casework, analyst overtime productivity, project goals, time-lines, evaluation of DNA profiles generated using grant funds, laboratory design, management, training and validation. He will also attend the annual CEBR training, author the narrative with regards to project goals and results and review performance metrics. He has written all previous CEBR applications for the laboratory since 2011. Has a lean six sigma green belt and will oversee metrics for the DNA laboratory.

Daniel Russell (LDIS Manager/Senior Forensic Scientist DNA) will be responsible for collection and presentation of laboratory data used for performance metrics and baseline figures. He will also review all DNA profiles for NDIS viability and advise on casework selected to meet these needs. Dan will maintain the excel sheets and data management associated with the required metrics. Dan has functioned in this capacity for CEBR metric collection for the last 5 awards. As CODIS Manager for the laboratory Dan will collect metrics on all CODIS profiles/hits associated with the life of the award

BJA FY 23 CEBR FORMULA APPLICATION

Plan for Collecting Data

What method is used for data calculation (e.g., LIMS, excel, CODIS terminal, hand counting)?

For each measure, provide the mechanism for reporting/collection of the data.

What is the policy name that governs validation of performance measures? If no formal policy exists, what method was used to validate accuracy of performance measures that are reported for this award?

Who is responsible for collecting, calculating, quality control and storage of the data?

Confirm that the data will be available for review for 3 years from the date of submission of the final federal financial report (SF-425) under the award, or as otherwise required by law. See 2 C.F.R. 200.333.

All casework & CODIS metric data will be maintained and tracked on an Excel spreadsheet.

1. Casework turnaround time

Turnaround times will be recorded for each case worked. The time will be determined from the date the request for analysis is received by the DNA laboratory to the date the report is issued to the customer. This data will be tabulated on an Excel spreadsheet and is recorded on a monthly basis for accurate data snapshots.

2. Average number of samples analyzed per analyst per month.

The DNA laboratory will record the number of samples subjected to DNA testing in each forensic case by each laboratory examiner on an Excel spreadsheet. Samples tested will be counted as samples undergoing DNA extraction. The average will be calculated by counting the total number of samples subjected to DNA testing during the reporting period and dividing by the number of months in the reporting period and the number of examiners working cases.

Progress reports these will be represented by data collected over a 6 month interval.

All performance data will be recorded in Excel format, available for audit and maintained for a minimum of three years post-award for review.

All cases worked on overtime will be tracked on a separate, detailed spreadsheet monthly which will tabulate all data specific to the cases worked on overtime to include turnaround time, number of samples processed, hours used, and CODIS entries. This will assist in clarity between cases worked on overtime as opposed to routine week work to visualize the impact of the overtime assistance. This sheet can be filtered using excel depending on the data ranges desired for the duration of the award.

Backlog cases will be counted as all cases submitted for analysis that have not yet had a report issued. This will include any cases that are in progress.

These cases will be counted as two different categories - property crime cases backlogged, and violent crime cases backlogged.

These figures are maintained by the DNA Manager and are reported each month.

All CODIS hits and entries are categorized in terms of property crime and violent crime data. Any CODIS hits or entries resulting from NIJ funding will be clearly marked on the spreadsheet to prevent double counting. This can be filtered as a subset of the spreadsheet also for clarity and transparency.

This data is maintained on a monthly basis by the Local CODIS Manager and is checked and approved by the DNA Manager prior to reporting. All data is maintained on a secure server. Since the laboratory embraces lean six sigma processes - all data, progress and metrics will be evaluated using these management tools.

Since we are not a databasing laboratory no data will be maintained regarding database samples.

Budget Detail - Year 1

Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? - Y/N

Yes

A. Personnel

Name		Position		Computation						
List each name, if known.		List each position, if known.		Show annual salary rate & amount of time devoted to the project for each name/position.						
		Salary	Rate	Time Worked (# of hours, days, months, years)	Percentage of Time	Total Cost	Non-Federal Contribution	Federal Request		
Campbell Ruddock	DNA manager	\$71.04	hourly	222	100%	\$15,736		\$15,736		
Kyla England	Senior Forensic Scientist	\$66.39	hourly	225	100%	\$14,938		\$14,938		
Dan Russell	Senior Forensic Scientist	\$66.39	hourly	225	100%	\$14,938		\$14,938		
Krysta Snyder	Forensic Scientist	\$50.15	hourly	225	100%	\$11,284		\$11,284		
Allison Taylor	Forensic Scientist	\$50.15	hourly	225	100%	\$11,284		\$11,284		
Kayla Becks	Forensic Scientist	\$50.15	hourly	225	100%	\$11,284		\$11,284		
Total(s)						\$79,464	\$0	\$79,464		

Narrative

Once awarded cases from the existing backlog will be separated for an overtime project, with all participating analysts working an additional day at weekends during the award period only on these separated cases. It is anticipated these funds should allow the DNA unit to process an additional 80 cases backlogged and technical reviews of outsourced data over the lifetime of the award. Initially the laboratory will target the oldest violent crimes (with CODIS profile potential) pending analysis since that is the current majority of the backlog. Cases will be processed only during overtime hours, however technical reviews may also be included as overtime duties to expedite turn around times on cases selected for outsourcing. The plan will be carried out in accordance with overtime projects on previous awards, which have been highly successful for the unit, and a data tracking process streamlined over the course of these prior projects. Should the cases be achieved before funds are depleted, analysts will continue to process additional cases with the goal of total backlog elimination. Project will allow for one technical leader (DNA manager), 2 senior DNA analysts, 3 DNA analysts to commit to overtime casework backlog project. All stated personnel are qualified to process DNA cases from start to finish and perform technical review. The goal is to maximise number of CODIS eligible profiles.

B. Fringe Benefits

Name		Computation				
List each grant-supported position receiving fringe benefits.		Show the basis for computation.				
		Base	Rate	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
Total(s)				\$0	\$0	\$0
Narrative						

C. Travel											
Purpose of Travel	Location	Type of Expense	Basis	Computation							
<i>Indicate the purpose of each trip or type of trip (training, advisory group meeting)</i>	<i>Indicate the travel destination.</i>	<i>Lodging, Meals, Etc.</i>	<i>Per day, mile, trip, Etc.</i>	<i>Compute the cost of each type of expense X the number of people traveling.</i>							
				Cost	Quantity	# of Staff	# of Trips	Total Cost	Non-Federal Contribution	Federal Request	
Attend 2024 CEBR Training	TBD (DC area)	Transportation	Round-trip	\$450 00	1	2	1	\$900		\$900	
Attend 2024 CEBR Training	TBD (DC area)	Lodging	Night	\$200 00	2	2	1	\$800		\$800	
Attend 2024 CEBR Training	TBD (DC area)	Meals	Day	\$75 00	2	2	1	\$300		\$300	
Attend 2024 CEBR Training	TBD (DC area)	Other	N/A	\$15 00	2	2	1	\$60		\$60	
Attend 2023 Bode DNA Conference	TBD	Transportation	Round-trip	\$450 00	1	2	1	\$900		\$900	
Attend 2023 Bode DNA Conference	TBD	Lodging	Night	\$225 00	4	2	1	\$1,800		\$1,800	
Attend 2023 Bode DNA Conference	TBD	Meals	Day	\$75 00	4	2	1	\$600		\$600	
Attend 2023 Bode DNA Conference	TBD	Other	N/A	\$15 00	2	2	1	\$60		\$60	
Attend 2023 Promega ISHI symposium	TBD	Transportation	Round-trip	\$450 00	1	2	1	\$900		\$900	
Attend 2023 Promega ISHI symposium	TBD	Lodging	Night	\$225 00	4	2	1	\$1,800		\$1,800	
Attend 2023 Promega ISHI symposium	TBD	Meals	Day	\$75 00	4	2	1	\$600		\$600	

Attend 2023 Promega ISHI symposium	TBD	Other	N/A	Purpose Area #4 \$15 00 2	2	1	\$60		\$60
Total(s)							\$8,780	\$0	\$8,780

Narrative

Travel locations have not been set due to uncertainty of travel at current time of writing. Locations and budget will be updated accordingly for both BODE and ISHI conferences. The stated budget will allow 4 analysts to travel to receive continuing education. The travel budget is less than 5% of total award. ISHI is expected to be in September/October 2024, and Bode in April 2024. Locations are to be determined. Funds are also being budgeted to allow 2 OCPD grant staff to attend the mandatory CEBR grant program training which is currently predicted to be in DC Winter 2024.

D. Equipment

Item	Computation				
List and describe each item of equipment that will be purchased	Compute the cost (e.g., the number of each item to be purchased X the cost per item)				
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
Vergen PrepStation Liquid handling robotic workstation (sequencing)	1	\$40,000 00	\$40,000		\$40,000
GeneMapper ID-X software (v1.4) 5 pack client licences & server	1	\$87,000 00	\$87,000		\$87,000
			\$0		\$0
Total(s)			\$127,000	\$0	\$127,000

Narrative

Following Oklahoma City sole source process a vendor will be chosen who can provide the PrepStation (or comparable robotic workstation) for casework within the laboratory. Purchase of this instrument is a backlog & capacity enhancement goal, to increase the number of casework DNA samples that can be extracted and processed more efficiently. Since there is no expansion in staffing, the laboratory focuses on robotic automation to deal with capacity. The GeneMapper ID-X software will be a sole source purchase as the laboratory has already validated this software. This is a capacity enhancement goal as the number of licences will expand as well as being a necessary upgrade to continue performing DNA casework on Windows 10 computers.

E. Supplies

Supply Items		Computation			
Provide a list of the types of items to be purchased with grant funds.		Describe the item and the compute the costs. Computation: The number of each item to be purchased X the cost per item.			
	# of Items	Unit Cost	Total Cost	Non-Federal Contribution	Federal Request
	1		\$0		\$0
	1		\$0		\$0
Total(s)			\$0	\$0	\$0
Narrative					

F. Construction

Purpose <i>Provide the purpose of the construction</i>	Description of Work <i>Describe the construction project(s)</i>	Computation <i>Compute the costs (e.g., the number of each item to be purchased X the cost per item)</i>				
		# of Items	Cost	Total Cost	Non-Federal Contribution	Federal Request
				\$0		\$0
		Total(s)				
				\$0	\$0	\$0
Narrative						

G. Subawards (Subgrants)

Description	Purpose	Consultant?			
Provide a description of the activities to be carried out by subrecipients.	Describe the purpose of the subaward (subgrant)	Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.			
			Total Cost	Non-Federal Contribution	Federal Request
					\$0
Total(s)			\$0	\$0	\$0

Consultant Travel (if necessary)

Purpose of Travel	Location	Type of Expense	Computation					
Indicate the purpose of each trip or type of trip (training, advisory group meeting)	Indicate the travel destination.	Hotel, airfare, per diem	Compute the cost of each type of expense X the number of people traveling.					
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
			Total		\$0	\$0	\$0	
Narrative								

H. Procurement Contracts

Description	Purpose	Consultant?

Provide a description of the products or services to be procured by contract and an estimate of the costs. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source procurements in excess of the Simplified Acquisition Threshold (currently \$150,000).

Describe the purpose of the contract

Is the subaward for a consultant? If yes, use the section below to explain associated travel expenses included in the cost.

		Total Cost	Non-Federal Contribution	Federal Request
Outsourcing agreement with private DNA testing laboratory (to be determined)		\$77,000		\$77,000
to assist with generating DNA profiles from backlogged cases				
Total(s)		\$77,000	\$0	\$77,000

Consultant Travel (if necessary)

Purpose of Travel	Location	Type of Expense	Computation					
Indicate the purpose of each trip or type of trip (training, advisory group meeting)	Indicate the travel destination.	Hotel, airfare, per diem	Compute the cost of each type of expense X the number of people traveling.					
			Cost	Duration or Distance	# of Staff	Total Cost	Non-Federal Contribution	Federal Request
						\$0		\$0
Total						\$0	\$0	\$0

Narrative

The laboratory seeks an outsourcing contract with a private accredited DNA laboratory to process DNA testing on 100 cases to assist with backlog reduction. Samples will be screened and selected by OCPD laboratory, with the selected vendor laboratory developing DNA profiles & data. The OCPD laboratory will perform technical reviews and accept data prior to entry into NDIS. It is anticipated the selected cases will be sent as a batch to reduce costs, and expected costs are around \$850 per case. Contract and procurement will follow city policy for fair bidding and purchase/contract award. vendor laboratory will be NDIS approved.

I. Other Costs

Description

Computation

List and describe items that will be paid with grants funds (e.g. rent, reproduction, telephone, janitorial, or security services, and investigative or confidential funds).

Show the basis for computation

	Quantity	Basis	Cost	Length of Time	Total Cost	Non-Federal Contribution	Federal Request
Remodel of DNA post amp room	1	struction estim	\$60,010 00	1	\$60,010		\$60,010
					\$0		\$0
Conference registration fees (Bode & ISHI)	4	egistration fee	\$795 00	1	\$3,180		\$3,180
Total(s)					\$63,190	\$0	\$63,190

Narrative

The DNA lab intends to expand the capacity of it's DNA post Amp room by removing a structural wall and incorporating the adjoining room to create one large better designed workspace. This would allow for more instrument space as well as bench space to allow more post amplification activities. A city architect was consulted and provided a renovation layout plan as well as an estimate for the project budget. The proposed scope of this remodel would include the following (1) Removal of dividing wall (2) repair of wall post removal (3) 270sqft of floor tiles installed (3) removal of existing cabinets (4) removal of existing counters in both rooms (5) installation of new cabinets and heavy duty work benches in a U shape design (6) installation of 4ft drawer bank (6) removal of one door and repair using dry wall (6) paint of remodelled area. This project would be bid out per city procurement policy to a general contractor. BJA program co-ordinator was consulted prior to application to approve that remodel project was permissible under CEBR award. Estimated completion time of remodel would be 6-12 months from award date. The consulted architect advised a detailed quote would require completion of formal City bidding process. Registration & workshop costs will allow for 4 analysts attending ISHI & Bode to participate in an educational DNA workshop (to be determined). These are a one time registration fee payment

J. Indirect Costs

Description		Computation			
Describe what the approved rate is and how it is applied.		Compute the indirect costs for those portions of the program which allow such costs.			
	Base	Indirect Cost Rate	Total Cost	Non-Federal Contribution	Federal Request
			\$0		\$0
Total(s)			\$0	\$0	\$0
Narrative					

Budget Summary

Budget Summary

Note: Any errors detected on this page should be fixed on the corresponding Budget Detail tab.

Budget Category	Year 1		Year 2 (if needed)		Year 3 (if needed)		Year 4 (if needed)		Year 5 (if needed)		Total(s)
	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	Federal Request	Non-Federal Request	
A. Personnel	\$79,464	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$79,464
B. Fringe Benefits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
C. Travel	\$8,780	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,780
D. Equipment	\$127,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$127,000
E. Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
F. Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
G. Subawards (Subgrants)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
H. Procurement Contracts	\$77,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$77,000
I. Other	\$63,190	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$63,190
Total Direct Costs	\$355,434	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$355,434
J. Indirect Costs	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Project Costs	\$355,434	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$355,434
Does this budget contain conference costs which is defined broadly to include meetings, retreats, seminars, symposia, and training activities? Y/N											Yes



Background

Recipients' financial management systems and internal controls must meet certain requirements, including those set out in the "Part 200 Uniform Requirements" (2.C.F.R. Part 2800).

Including at a minimum, the financial management system of each OJP award recipient must provide for the following:

- (1) Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received. Federal program and Federal award identification must include, as applicable, the CFDA title and number, Federal award identification number and year, and the name of the Federal agency.
- (2) Accurate, current, and complete disclosure of the financial results of each Federal award or program.
- (3) Records that identify adequately the source and application of funds for Federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income, and interest, and be supported by source documentation.
- (4) Effective control over, and accountability for, all funds, property, and other assets. The recipient must adequately safeguard all assets and assure that they are used solely for authorized purposes.
- (5) Comparison of expenditures with budget amounts for each Federal award.
- (6) Written procedures to document the receipt and disbursement of Federal funds including procedures to minimize the time elapsing between the transfer of funds from the United States Treasury and the disbursement by the OJP recipient.
- (7) Written procedures for determining the allowability of costs in accordance with both the terms and conditions of the Federal award and the cost principles to apply to the Federal award.
- (8) Other important requirements related to retention requirements for records, use of open and machine readable formats in records, and certain Federal rights of access to award-related records and recipient personnel.

1. Name of Organization and Address:

Organization Name: City of Oklahoma City

Street1: 200 N.Walker Ave.

Street2: Suite 200

City: Oklahoma City

State: Oklahoma

Zip Code: 73102

2. Authorized Representative's Name and Title:

Prefix: First Name: Alex

Middle Name:

Last Name: Fedak

Suffix:

Title: Controller

3. Phone: 405-297-2307

4. Fax:

5. Email: alex.fedak@okc.gov

6. Year Established:

1889

7. Employer Identification Number (EIN):

736005360

8. Unique Entity Identifier (UEI) Number:

14104777

9. a) Is the applicant entity a nonprofit organization (including a nonprofit institution of higher education) as described in 26 U.S.C. 501(c)(3) and exempt from taxation under 26 U.S.C. 501(a)? ☐ Yes ☒ No

If "No" skip to Question 10.

If "Yes", complete Questions 9. b) and 9. c).



AUDIT INFORMATION

9. b) Does the applicant nonprofit organization maintain offshore accounts for the purpose of avoiding paying the tax described in 26 U.S.C. 511(a)?

☐ Yes ☐ No

9. c) With respect to the most recent year in which the applicant nonprofit organization was required to file a tax return, does the applicant nonprofit organization believe (or assert) that it satisfies the requirements of 26 C.F.R. 53.4958-6 (which relate to the reasonableness of compensation of certain individuals)?

☐ Yes ☐ No

If "Yes", refer to "Additional Attachments" under "What An Application Should Include" in the OJP solicitation (or application guidance) under which the applicant is submitting its application. If the solicitation/guidance describes the "Disclosure of Process related to Executive Compensation," the applicant nonprofit organization must provide -- as an attachment to its application -- a disclosure that satisfies the minimum requirements as described by OJP.

For purposes of this questionnaire, an "audit" is conducted by an independent, external auditor using generally accepted auditing standards (GAAS) or Generally Governmental Auditing Standards (GAGAS), and results in an audit report with an opinion.

10. Has the applicant entity undergone any of the following types of audit(s) (Please check all that apply):

☒ "Single Audit" under OMB A-133 or Subpart F of 2 C.F.R. Part 200

☒ Financial Statement Audit

☐ Defense Contract Agency Audit (DCAA)

☐ Other Audit & Agency (list type of audit):

☐ None (if none, skip to question 13)

11. Most Recent Audit Report Issued: ☒ Within the last 12 months ☐ Within the last 2 years ☐ Over 2 years ago ☐ N/A

Name of Audit Agency/Firm: AGH CPA'S and Advisors

AUDITOR'S OPINION

12. On the most recent audit, what was the auditor's opinion?

☒ Unqualified Opinion ☐ Qualified Opinion ☐ Disclaimer, Going Concern or Adverse Opinions ☐ N/A: No audits as described above

Enter the number of findings (if none, enter "0"): 3

Enter the dollar amount of questioned costs (if none, enter "\$0"): 0

Were material weaknesses noted in the report or opinion? ☐ Yes ☒ No

13. Which of the following best describes the applicant entity's accounting system:

☐ Manual ☒ Automated ☐ Combination of manual and automated

14. Does the applicant entity's accounting system have the capability to identify the receipt and expenditure of award funds separately for each Federal award?

☒ Yes ☐ No ☐ Not Sure

15. Does the applicant entity's accounting system have the capability to record expenditures for each Federal award by the budget cost categories shown in the approved budget?

☒ Yes ☐ No ☐ Not Sure

16. Does the applicant entity's accounting system have the capability to record cost sharing ("match") separately for each Federal award, and maintain documentation to support recorded match or cost share?

☒ Yes ☐ No ☐ Not Sure



17. Does the applicant entity's accounting system have the capability to accurately track employees actual time spent performing work for each federal award, and to accurately allocate charges for employee salaries and wages for each federal award, and maintain records to support the actual time spent and specific allocation of charges associated with each applicant employee?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
18. Does the applicant entity's accounting system include budgetary controls to preclude the applicant entity from incurring obligations or costs that exceed the amount of funds available under a federal award (the total amount of the award, as well as the amount available in each budget cost category)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
19. Is applicant entity familiar with the "cost principles" that apply to recent and future federal awards, including the general and specific principles set out in 2 C.F.R. Part 200?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
PROPERTY STANDARDS AND PROCUREMENT STANDARDS	
20. Does the applicant entity's property management system(s) maintain the following information on property purchased with federal award funds (1) a description of the property; (2) an identification number; (3) the source of funding for the property, including the award number; (4) who holds title; (5) acquisition date; (6) acquisition cost; (7) federal share of the acquisition cost; (8) location and condition of the property; (9) ultimate disposition information?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
21. Does the applicant entity maintain written policies and procedures for procurement transactions that -- (1) are designed to avoid unnecessary or duplicative purchases; (2) provide for analysis of lease versus purchase alternatives; (3) set out a process for soliciting goods and services, and (4) include standards of conduct that address conflicts of interest?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
22. a) Are the applicant entity's procurement policies and procedures designed to ensure that procurements are conducted in a manner that provides full and open competition to the extent practicable, and to avoid practices that restrict competition?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
22. b) Do the applicant entity's procurement policies and procedures require documentation of the history of a procurement, including the rationale for the method of procurement, selection of contract type, selection or rejection of contractors, and basis for the contract price?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
23. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from entering into a procurement contract under a federal award with any entity or individual that is suspended or debarred from such contracts, including provisions for checking the "Excluded Parties List" system (www.sam.gov) for suspended or debarred sub-grantees and contractors, prior to award?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure
TRAVEL POLICY	
24. Does the applicant entity: (a) maintain a standard travel policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (b) adhere to the Federal Travel Regulation (FTR)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
SUBRECIPIENT MANAGEMENT AND MONITORING	
25. Does the applicant entity have written policies, procedures, and/or guidance designed to ensure that any subawards made by the applicant entity under a federal award -- (1) clearly document applicable federal requirements, (2) are appropriately monitored by the applicant, and (3) comply with the requirements in 2 CFR Part 200 (see 2 CFR 200.331)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure <input type="checkbox"/> N/A - Applicant does not make subawards under any OJP awards



U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

Approved: OMB No. 1121-0329
Expires 12/31/2023

26. Is the applicant entity aware of the differences between subawards under federal awards and procurement contracts under federal awards, including the different roles and responsibilities associated with each?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure <input type="checkbox"/> N/A - Applicant does not make subawards under any OJP awards
27. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from making a subaward under a federal award to any entity or individual is suspended or debarred from such subawards?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Sure <input type="checkbox"/> N/A - Applicant does not make subawards under any OJP awards

DESIGNATION AS 'HIGH-RISK' BY OTHER FEDERAL AGENCIES

28. Is the applicant entity designated "high risk" by a federal grant-making agency outside of DOJ? (High risk includes any status under which a federal awarding agency provides additional oversight due to the applicant's past performance, or other programmatic or financial concerns with the applicant.) If "Yes", provide the following: (a) Name(s) of the federal awarding agency: [Redacted] (b) Date(s) the agency notified the applicant entity of the "high risk" designation: [Redacted] (c) Contact information for the "high risk" point of contact at the federal agency: Name: [Redacted] Phone: [Redacted] Email: [Redacted] (d) Reason for "high risk" status, as set out by the federal agency: [Redacted]	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Not Sure
--	---

CERTIFICATION ON BEHALF OF THE APPLICANT ENTITY

(Must be made by the chief executive, executive director, chief financial officer, designated authorized representative ("AOR"), or other official with the requisite knowledge and authority)

On behalf of the applicant entity, I certify to the U.S. Department of Justice that the information provided above is complete and correct to the best of my knowledge. I have the requisite authority and information to make this certification on behalf of the applicant entity.

Name: Alex Fedak <i>Alex E. Fedak</i>	Date: 4/25/2023
Title: <input type="checkbox"/> Executive Director <input type="checkbox"/> Chief Financial Officer <input type="checkbox"/> Chairman <input checked="" type="checkbox"/> Other: Controller	
Phone: 405-297-2307	



SCOPE OF ACCREDITATION TO:
ISO/IEC 17025:2017
ANAB Forensic Testing & Calibration AR 3125:2019
FBI Quality Assurance Standards for Forensic DNA Testing Laboratories:2020

Oklahoma City Police Department Laboratory Services Division
616 Colcord Drive
Oklahoma City, Oklahoma 73102 USA

FORENSIC TESTING

Expiry Date: 31 December 2023 Certificate Number: FT-0206

Discipline: Biology		
Component/Parameter	Item	Key Equipment/Technology
DNA Profile Determination	Short Tandem Repeat (STR) Y-Short Tandem Repeat (Y-STR)	Capillary Electrophoresis
Individual Characteristic Database	DNA Profile	National DNA Index System (NDIS)
Physical Comparison	DNA Profile	Software Program
Qualitative Determination	Body Fluid	Chemical General Microscopy

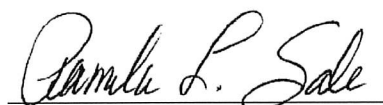
Discipline: Firearms and Toolmarks		
Component/Parameter	Item	Key Equipment/Technology
Function Evaluation	Firearm	Dead Weight Measuring Equipment Visual
Individual Characteristic Database	Ammunition	National Integrated Ballistic Information Network (NIBIN)
Physical Comparison	Ammunition	General Microscopy
Qualitative Determination	Ammunition Firearm	Measuring Equipment
Serial Number Restoration	Physical Item	Chemical General Microscopy Visual

Discipline: Friction Ridge		
Component/Parameter	Item	Key Equipment/Technology
Individual Characteristic Database	Ridge Detail	Next Generation Identification System (NGI)
Physical Comparison	Ridge Detail	Software Program Visual

Discipline: Seized Drugs		
Component/Parameter	Item	Key Equipment/Technology
Qualitative Determination	Botanical Liquid Solid	Chemical Gas Chromatography General Microscopy Mass Spectrometry Thin-Layer Chromatography Visual
Weight Measurement	Botanical Liquid Solid	Balance

Discipline: Toxicology		
Component/Parameter	Item	Key Equipment/Technology
Qualitative Determination (Volatiles)	Ante-Mortem Biological Item	Gas Chromatography
Quantitative Measurement (Volatiles)	Ante-Mortem Biological Item	Gas Chromatography

When published on a forensic service provider's Scope of Accreditation, ANAB has confirmed the competence required to develop and validate methods and perform on-going quality assurance for accredited activities. For a listed component/parameter, the forensic service provider may add or modify methods for activities without formal notice to ANAB for items and key equipment/technology listed. Contact the forensic service provider for information on the method utilized for accredited work.



Pamela L. Sale
Vice President, Forensics