

METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY



May 17, 2011

Steve Anderson, Chief of Police
Metropolitan Nashville Police Department
200 James Robertson Parkway
Nashville, Tennessee 37201

Dear Chief Anderson:

Please find attached the Monitoring Report for the Metropolitan Nashville Police Department. This report explains the results of the monitoring review of the agency's federal and state grants and other financial assistance for the fiscal year ending June 30, 2010. Staff from the Office of Financial Accountability began conducting the fieldwork for this review on April 11, 2011.

We appreciate the cooperation and assistance provided us during the course of the review. If you have any questions, please call me at (615) 880-1035.

Sincerely,

Fred Adom, CPA
Director

cc: Richard M. Riebeling, Director of Finance
Talia Lomax-O'dneal, Deputy Director of Finance
Kim McDoniel, Assistant to the Director of Finance
Mark Swann, Internal Audit
Samir Mehic, Metropolitan Nashville Police Department
Kevin Brown, Office of Financial Accountability
Brad Thompson, Office of Financial Accountability
Essie Robertson, Office of Financial Accountability

OFFICE OF FINANCIAL ACCOUNTABILITY



Metropolitan Government of Nashville and Davidson County

◆ **Grants Monitoring Report of** ◆

Metropolitan Nashville Police Department

Conducted by



Office of Financial Accountability

May 17, 2011

FINANCIAL ACCOUNTABILITY

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MONITORING REPORT
FOR THE
METROPOLITAN NASHVILLE POLICE DEPARTMENT

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OBJECTIVES, SCOPE AND METHODOLOGY

The Office of Financial Accountability (hereinafter referred to as “OFA”) has completed a monitoring review of the Federal and State grants and contracts administered by the Metropolitan Nashville Police Department (hereinafter referred to as “Police Department” or “department”). The monitoring process included a review of those contracts in effect during the fiscal year ending June 30, 2010. The contracts reviewed are listed in Appendix A. The OFA conducted its monitoring review along the major compliance areas identified in the Office of Management and Budget (OMB) Circular A-133, “Audits of States, Local Governments, and Non-Profit Organizations.” The review was performed in accordance with Generally Accepted Government Auditing Standards and in compliance with the OMB Circular A-87, “Cost Principles for State, Local and Indian Tribal Governments.”

Overview of the Department

The mission of the Metropolitan Nashville Police Department is to provide community based policing to the public so they can experience a safe and peaceful Nashville. To accomplish their mission, the Police Department is comprised of four lines of business which include the following:

1. Operational Support whose purpose is to provide support functions, professional and ethical accountability, training, and quality assurance products to the Nashville Police Department operational components so they can have the resources they require to achieve their results.
2. Field Operations whose purpose is to provide community policing products to the public so they can have crime deterred and have a safe, orderly environment through a partnership of trust.
3. Investigative Services whose purpose is to provide criminal investigative products to the Nashville Police Department, the community, and other agencies so the department can solve crime and the public can enjoy a reduced risk of becoming a victim.
4. Administrative whose purpose it to provide administrative support services to departments so they can efficiently and effectively deliver results for customers.

OBJECTIVES, SCOPE AND METHODOLOGY

The Finance section of the Metropolitan Nashville Police Department is responsible for maintaining accounting records for the Metropolitan Nashville Police Department's assets and fiscal activities, ensuring fiscal compliance with related policies and procedures, developing and monitoring the operating and capital budget, managing central supply center, and overseeing the secondary employment unit program. During the fiscal year ending June 30, 2010 the Metropolitan Nashville Police Department's operating expenditures amounted to \$159,506,800.

We selected and reviewed 6 grants with total financial awards of over \$1.9 million. The grants reviewed included the following:

Bullet Proof Vest Partnership

The Police Department had received a grant award under the Bullet Proof Vest Partnership from the U.S. Department of Justice in the amount of \$24,453.99 to assist the Police Department with the purchases of bullet proof vests. The Bullet Proof Vest Partnership reimbursed the Police Department for 50% of the cost associated with purchasing bullet proof vest.

Governor's Highway Safety Program

The Police Department received grant funding from the TN Department of Transportation in the amount of \$940,788.95. The objective of the Governor's Highway Safety Program was to provide a coordinated national highway safety program to reduce traffic accidents, deaths, injuries, and property damage. The Police Department utilized the grant funding to cover over-time worked by police officers.

Justice Assistance Grant

The Police Department received grant funding from the U.S. Department of Justice under the Justice Assistance Grant in the amount of \$933,270.00. The objectives of the Justice Assistance Grant was to provide units of local government with funds to provide additional personnel, equipment, supplies, contractual support, training, technical assistance, and information systems for criminal justice.

OBJECTIVES, SCOPE AND METHODOLOGY

Grand Opening 11

The Police Department received a financial assistance grant from the Wal-Mart Foundation in the amount of \$2,000.00. The award was to assist with the expenses of the youth camp that was operated by the North Precinct.

K-9 Purchase 08-10

Del Monte Milk Bone and Kroger had awarded the Police Department with a \$5,000.00 award to assist in the purchase of a new K-9 Officer.

El Protector 09-11

Wal-Mart Store #0695 awarded the Police Department with a \$1,000.00 donation to be utilized in the Police Department's El Protector Program. Specifically, the Police Department was to purchase promotional and educational items for the program.

Objectives, Scope, and Methodology

A monitoring review is substantially less in scope than an audit. The OFA did not audit the financial statements for the Metropolitan Nashville Police Department and, accordingly, does not express an opinion or any assurances regarding the financial statements of the Police Department or the Metropolitan Government of Nashville and Davidson County (hereinafter referred to as "Metro"). The OFA is responsible for the internal monitoring of Metro agencies that receive federal and state financial assistance, including cooperative agreements, and non-profit organizations that receive appropriations from Metro government. In summary, any agreement(s) that imposes performance and/or financial requirements on Metro government is subject to review by the OFA.

The overall monitoring objective was to determine the department's compliance with grantor guidelines, rules, and regulations. Specifically, we reviewed for the following objectives:

- To determine whether the activities and costs of the programs are allowable under the program regulations and provisions of the grant agreement
- To determine whether costs reported under the grant program are consistent with provisions of grantor guidelines and OMB Circular A-87

OBJECTIVES, SCOPE AND METHODOLOGY

- To determine whether civil rights requirements are met,
- To determine whether the minimum requirements for local matching contributions and/or adequate level of expenditures by other sources of funds are met,
- To determine whether the department adhered to grantor guidelines for equipment purchases,
- To determine whether grant funds were used exclusively during the period in which the funds were authorized,
- To determine whether purchases were made in accordance with OMB Circular A-87, the minimum federal, state and local requirements, and grantor guidelines,
- To determine whether grant financial reports are reliable and timely,
- To determine whether Federal compliance requirements regarding subrecipient oversight were met and whether the subrecipient performed in accordance with the contract terms.

The scope of the work included the grants listed in Appendix A. The grant period was July 1, 2009 through June 30, 2010. Although the review focused on this specific time period, certain analyses required the consideration of financial transactions outside of this time period.

The methodology adopted by the OFA encompassed various interviews and an objective review of fiscal files, including:

- Financial transactions and supporting documentation,
- Contract agreements and related amendments,
- Federal and/or State financial reports, and
- Internal and external correspondence.

RESULTS OF MONITORING REVIEW

Issues

No material issues were noted during the review.

Recommendations

Nothing came to our attention which would necessitate recommendations for improvements in your department's methods and processes in regards to fiscal and program compliance areas related to the six grants and/or financial assistance contracts listed in appendix A.

Appendix A

| FEDERAL & STATE GRANTS AND FINANCIAL ASSISTANCE | | | | | | |
|--|--|------------------------|---------------------|------------|--------------------|-----------------|
| Grantor | Grant | Contract Number | Grant Period | | Grant Award | Findings |
| U.S. Dept of Justice | Bulletproof Vest Partnership 07 | NA | 04/01/2006 | 09/30/2010 | \$24,453.99 | NO |
| TN Dept of Transportation | Governor's Highway Safety Alcohol Saturation 09-10 | 154-AL-10-30 | 10/01/2009 | 09/30/2010 | \$940,788.95 | NO |
| U.S. Dept of Justice | Justice Assistance Grant 08-12 | 2009-DJ-BX-0789 | 10/01/2008 | 09/30/2012 | \$933,270.00 | NO |
| Wal-Mart Foundation | Grand Opening 11 | NA | 05/01/2010 | 04/30/2012 | \$2,000.00 | NO |
| Del-Monte Milk Bone/Kroger | K-9 Purchase 08-10 | NA | 09/01/2008 | 08/31/2010 | \$5,000.00 | NO |
| Wal-Mart Store 0695 | El Protector 09-11 | NA | 07/01/2009 | 06/30/2010 | \$1,000.00 | NO |