



Gaston County

Gaston County
Board of Commissioners
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Financial and Management Services - Grants

Board Action

File # 25-461

Commissioner Shehan - Financial and Management Services - Grants - To Accept and Appropriate Additional State Grant Funds for the Sheriff's Office for the Essential Personnel Software Rental (*Year 1 \$31,800.30; Total Grant: \$31,800.30*)

STAFF CONTACT

Pat Laws - Grants - 704-866-3771

BUDGET IMPACT

General Fund: Increase in state grant revenue and associated expense. (\$31,800 30/No County Match)

BACKGROUND

The NC Association of Chiefs of Police has awarded the Sheriff's Office \$31,800 30 to provide a second year of grant funding to continue a contract for Essential Personnel (EP) software, a platform designed and optimized for public safety professionals. The platform is designed to build teams, identify trends, and evaluate/ discover top performers.

POLICY IMPACT

N/A

ATTACHMENTS

Budget Change Request (BCR), Award Letter and Acceptance Agreement

DO NOT TYPE BELOW THIS LINE

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows:

NO.	DATE	M1	M2	JBailey	CBrown	CCloninger	AFraley	BHovis	TKeigher	SShehan	Vote
2025-317	09/23/2025	TK	BH	A	A	A	A	A	A	A	U

DISTRIBUTION.

Laserfiche Users

A=AYE, N=NAY, AB=ABSENT, ABS=ABSTAIN, U=UNANIMOUS

GASTON COUNTY BUDGET CHANGE REQUEST (BCR)

TO: Matthew Rhoten, County Manager

FROM: GRT Financial & Management Services-Grants

Dept. Code

Department Name

Pat Laws

9/04/2025

Department Director

Date

REQUEST TYPE.

☐

Line-Item Transfer Within Department & Fund

☐

Line-Item Transfer Between Funds*

☐

Project Transfer Within Department & Fund

☒

Additional Appropriation of Funds*

☐

Line-Item Transfer Between Departments

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION	ACCOUNT NUMBER	AMOUNT**																														
As it appears in Munis	<table><tr><td>4</td><td>3</td><td>3</td><td>5</td><td>6</td><td>7</td><td>4</td><td>2</td><td>6</td><td>5</td></tr><tr><td>Fund</td><td>Dept</td><td>Div</td><td>SubDiv</td><td>Prog</td><td>SubProg</td><td>Future</td><td>Func</td><td>Obj</td><td>Proj</td></tr><tr><td>XXXX</td><td>XXX</td><td>XXX</td><td>XXXXX</td><td>XXXXXX</td><td>XXXXXX</td><td>XXXX</td><td>XX</td><td>XXXXXX</td><td>XXXXX</td></tr></table>	4	3	3	5	6	7	4	2	6	5	Fund	Dept	Div	SubDiv	Prog	SubProg	Future	Func	Obj	Proj	XXXX	XXX	XXX	XXXXX	XXXXXX	XXXXXX	XXXX	XX	XXXXXX	XXXXX	Ex. \$5,000.00 Ex. (\$5,000.00)
4	3	3	5	6	7	4	2	6	5																							
Fund	Dept	Div	SubDiv	Prog	SubProg	Future	Func	Obj	Proj																							
XXXX	XXX	XXX	XXXXX	XXXXXX	XXXXXX	XXXX	XX	XXXXXX	XXXXX																							
Ex. Employee Training	Ex. 1000-BGT-000-000000-0000000-00000000-0000-01-520011-																															
State Grant Rev-Perform&Wellns	1000-SHF-000-00000-000000-00000000-0000-02-410001-G0135	(\$31,800.30)																														
Software Rental-Perform&Wellns	1000-SHF-000-00000-000000-00000000-0000-02-530029-G0135	\$31,800.30																														

JUSTIFICATION FOR REQUEST

Additional grant funding for the Sheriff's Office will provide a second year, 12-month contract for Essential Personnel (EP) software, a platform designed and optimized for public safety professionals. The platform is designed to build teams, identify trends, and evaluate/discover top performers.

** Decreases in expenditures and increases in revenue accounts require brackets. Increases in expenditures and decreases in revenue do not require brackets. Please note that transfers between funds require inter-fund transfer accounts.



North Carolina Association of Chiefs of Police

Sheriff Chad Hawkins,

Congratulations! On behalf of the North Carolina Association of Chiefs of Police (NCACP), it is my pleasure to inform you that you have been awarded funding from the NCACP Performance and Wellness Grant in the amount of \$31,800.30.

In 2021, the North Carolina General Assembly passed Session Law 2021-138, which introduced significant reforms aimed to improve policing and criminal justice in North Carolina. The General Assembly authorized funds to be deployed as grants administered by the NCACP to enhance the performance and wellness of its law enforcement agencies and their officers.

In order to ensure the efficient and appropriate administration of the grant funds, an **Acceptance Agreement** document is being provided for you to sign, acknowledging the acceptance of the grant funds, and that they will be used by your agency as indicated in your application and supporting documentation. Please sign this form and return it to NCACP Grant Manager, Steven Combs, at scombs@ncacp.org. Please note that there is a 30 day deadline in which to return the Acceptance Agreement form.

You will have 90 days from the date you received your Award Letter to request reimbursement of the awarded grant funds. To receive reimbursement please provide the contract your agency has signed and a receipt for the first payment to Grant Manager Combs. The NCACP will then award funds once these documents are received.

The NCACP is grateful for all that you do to support and enhance the performance and wellness of your agency and its officers. If you have any questions please contact Grant Manager, Steven Combs, at 919.622.7524

Sincerely,

Bill Hollingsed
Executive Director, North Carolina Association of Chiefs of Police
828.734.6847
bhollingsed@ncacp.org



NORTH CAROLINA ASSOCIATION OF CHIEFS OF POLICE
PERFORMANCE AND WELLNESS GRANT PROGRAM

ACCEPTANCE AGREEMENT

I, **Sheriff Chad Hawkins**, accept the funds in the amount of **\$31,800.30**, awarded to the **Gaston County Sheriffs Office** through the North Carolina Association of Chiefs of Police Performance and Wellness Grant Program. I will only use these funds as described in my application and supporting documents. Any funds not used for this purpose will be returned to the North Carolina Association of Chiefs of Police. I understand that I have 30 days to return this Acceptance Agreement form to NCACP Grant Manager Steven Combs.

Chad E. Hawkins
Signature

Gaston County Sheriffs Office
Agency

08-26-2025
Date