



January 4, 2018

Via Electronic Mail

Chaun E. Eason
FOIA Officer, Legal Division
Office of Community Oriented Policing Services
U.S. Department of Justice
Two Constitution Square, #11E 129
145 N Street, NE
Washington, D.C. 20530-0001
Email: COPS.FOIA@usdoj.gov

RE: Freedom of Information Act Request

Dear Mr. Eason:

On behalf of the American Civil Liberties Union and American Civil Liberties Union Foundation, The Leadership Conference on Civil and Human Rights and The Leadership Conference Education Fund, and the NAACP Legal Defense and Educational Fund, Inc. (LDF), we request the inspection and copying of certain public records under the Freedom of Information Act, 5 U.S.C. §552, relating to the policies and activities of the Office of Community Oriented Policing Services (COPS Office) of the U.S. Department of Justice. This request for information is for the period beginning on January 1, 2017, to the present.

Please be advised that "document" means notes, reports, memoranda, letters, correspondence, recordings or any writing of any kind whatsoever, e-mail messages and correspondence, drawings, graphs, charts, photographs, tape recordings, video footage, diaries, appointment books, calendars, telephone records, telephone messages, computer records, and any other data from which information can be obtained including originals, non-identical copies, and drafts.

We request the following categories of records:

1. Any and all documents pertaining to any modification since January 1, 2017, of policies, plans, processes, guidelines, regulations, materials, or procedures governing the Collaborative Reform Initiative for Technical Assistance or any other provision of technical assistance pursuant to 34 U.S.C. §10381(d), including, but not limited to, documents pertaining to:

- i. any review undertaken pursuant to the March 31, 2017, memorandum¹ or DOJ's announcement on changes to the Collaborative Reform Initiative for Technical Assistance;²
 - ii. the process for reviewing, accepting, denying, or prioritizing requests for technical assistance;
 - iii. the development or delivery of technical assistance;
 - iv. the development of workplans or strategies for technical assistance;
 - v. the process for working or coordinating with stakeholders to develop technical assistance plans;
 - vi. the selection, acquisition, or review of records and data from law enforcement agencies that are the subject of a technical review;
 - vii. the selection of third-party consultants or subject-matter experts;
 - viii. the modification of existing agreements for technical assistance with law enforcement agencies;
 - ix. the substantive components of provisions of technical assistance, including outcome measures used to assess progress; and
 - x. information on which DOJ employees or staff are authorized to review, approve, or modify technical assistance workplans, goals, or strategies, or requests for technical assistance by police departments.
2. Any and all documents detailing community policing principles or definitions adopted by the COPS Office.
 3. Any and all documents relating to the \$7 million award to the International Association of Chiefs of Police (IACP) by the COPS Office announced on December 20, 2017, to create a Collaborative Reform Initiative Center, including,

¹ Memorandum from Jeff Sessions, Attorney General, U.S. Department of Justice, to Heads of Department Components and U.S. Attorneys, March 31, 2017, <https://www.documentcloud.org/documents/3535148-Consentdecreebaltimore.html>.

² Press Release, Office of the Attorney General, U.S. Department of Justice, Department of Justice Announces Changes to the Collaborative Reform Initiative (Sept. 15, 2017), <https://www.justice.gov/opa/pr/department-justice-announces-changes-collaborative-reform-initiative>.

but not limited to, any proposal submitted to the COPS Office by IACP regarding the Center.³

4. Any and all correspondence, including letters, emails, attachments, and telephone message recordings, between the COPS Office and state or local law enforcement agencies regarding requests for technical assistance from the COPS Office.
5. Any and all correspondence received by the Acting Director of the COPS Office, Russell Washington, or the Deputy Director of the COPS Office, Robert Chapman, that provides instructions, directions, or advice regarding modifications to existing agreements for technical assistance with law enforcement agencies or to policies, plans, processes, guidelines, regulations, materials, procedures, goals, or outcome measures governing the Collaborative Reform Initiative for Technical Assistance or any other provision of technical assistance pursuant to 34 U.S.C. §10381(d).
6. Any and all documents pertaining to policies, plans, processes, guidelines, regulations, materials, procedures, goals, or outcome measures governing the provision of grants awarded pursuant to 34 U.S.C. §10381 or any other grants awarded by the COPS Office.⁴
7. Any and all documents pertaining to the COPS Office's process for complying with the Paperwork Reduction Act of 1980.⁵
8. Any and all documents pertaining to policies, plans, processes, guidelines, regulations, materials, or procedures governing compliance with federal civil rights laws by recipients of grants awarded pursuant to 34 U.S.C. §10381 or any other grants awarded by the COPS Office.
9. Any and all correspondence and other documents sent between the COPS Office and state or local law enforcement personnel or government officials relating to an agreement for technical assistance or who were in the process of negotiating an agreement for technical assistance as of January 1, 2017.

³ Press Release, Office of the Attorney General, U.S. Department of Justice, The Department of Justice Announces Unprecedented Award to Police Executives and Unions to Create a Technical Assistance Center, Dec. 20, 2017, <https://www.justice.gov/opa/pr/departments-justice-announces-unprecedented-award-police-executives-and-unions-create>.

⁴ Previously codified at 42 U.S.C. §379dd.

⁵ 44 U.S.C. § 3501.

10. Any and all correspondence and other documents between DOJ and representatives of police labor organizations, membership-based police organizations, or any other professional associations of current or former police officers relating to the Collaborative Reform Initiative for Technical Assistance or other provisions of technical assistance by the COPS Office.
11. Any and all documents pertaining to the COPS Hiring Program, including, but not limited to, grant application solicitations, grantee selection criteria, and any conditions grant recipients must meet prior to receiving grant funds under the program.
12. Any and all documents, including policies, records, or reports, containing information on, describing, referring to, or revealing the staffing and funding levels for COPS Office operations from January 1, 2017, to the present.

We seek your response no later than 20 business days after receipt of this request. If possible, please provide the requested information in an electronic format that is searchable and analyzable. Please also provide any individual computer records or scanned documents in a searchable format such as Microsoft Word or searchable Adobe Acrobat pdf., and any data and statistical information in a format that is searchable and analyzable, such as a txt. or .csv file or an excel spreadsheet.

We seek each record in its entirety. Accordingly, please provide the entire document containing the responsive information; please do not redact portions of any record as “non-responsive” or “out of scope.”

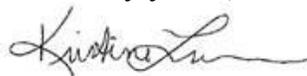
If it is your position that responsive records exist, but those records or portions of those records are exempt from disclosure, please identify the records that are being withheld and state the basis for the denial for each record being withheld. Please provide the non-exempt portions of the records.

Request for Waiver or Limitation of Fees

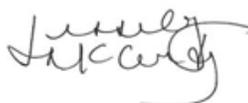
We respectfully request a waiver of all fees associated with this request, because we are 501(c)(3) non-profit organizations, do not seek the records for a commercial purpose, and disclosure of the records is in the public interest as it will contribute significantly to the public’s understanding of policy changes initiated at the COPS Office since the change in administration. If the COPS Office declines our request for a waiver, we agree to pay the \$25 FOIA processing fee and request an invoice detailing additional reasonable standard charges prior to fulfilling this request.

Please do not hesitate to contact Sonia Gill Hernandez, Policy Counsel, Policing Reform Campaign at LDF, at sgill@naacpldf.org or 202-682-1300 with any questions regarding this request.

Sincerely yours,



Kristine Lucius
Executive Vice President
The Leadership Conference on Civil and
Human Rights and The Leadership
Conference Education Fund



Jesselyn McCurdy
Deputy Director
Washington Legislative Office
American Civil Liberties Union and
American Civil Liberties Union
Foundation



Sonia Gill Hernandez
Policy Counsel
Policing Reform Campaign
NAACP Legal Defense and Educational
Fund, Inc.