



### **Purpose:**

The primary purpose of the closeout report is to provide an opportunity for recipients to describe their key outcomes, accomplishments, challenges, and lessons learned while implementing their FY20 Targeted Violence and Terrorism Prevention (TVTP) grant. Additionally, the closeout report provides an opportunity to summarize and further contextualize quantitative data provided in the quarterly programmatic reports submitted throughout the grant period of performance. Information included in the closeout reports may be published by DHS on public platforms to highlight the accomplishments of individual recipients and of the TVTP Grant Program as a whole.

### **Instructions:**

1. **Submission Deadline: December 29, 2022**
2. Please submit the final report both via email and through ND Grants.
3. DHS intends to proactively make portions of these reports public. If there are any portions that are sensitive, please indicate when transmitting the report to DHS.
4. Please do not submit any Personally Identifiable Information (PII) about program participants, beneficiaries, or program staff, with the exception of the optional point of contact for sharing.
  - a. Photos CANNOT include faces of program participants OR program staff. Photos of an individual's face are considered Personally Identifiable Information (PII), which is not to be transmitted to DHS under the terms of your award.
5. Please include the sections in the order they appear below and utilize the names of the sections below as section headers. Please provide the report in a Word document. If there are elements that do not insert properly/functionally into a word document, provide as an appendix.
6. Please use your Implementation and Measurement Plan (IMP) and final Quarterly Programmatic Report as guiding documents for this closeout report.
7. Please utilize the following naming convention when saving and submitting your report: Grant Number\_Official Grant Organization Name\_Closeout Report-MM.DD.YYYY.
  - a. MM.DD.YYYY: Date of Submission
  - b. Example: 199\_University of Violence Prevention\_Closeout Report-12.15.2022

### **Required Sections:**

1. Project Overview
  - a. Provide a narrative description of the project's key goals, objectives, and activities.

The long-term goals of our project were to assist our local partners in recognizing those within their communities who may be on the path to radicalization or violent extremism that could mobilize to violence and train them on the steps to take to inform the appropriate response agencies. The Kentucky Intelligence Fusion Center (KIFC) aimed to develop an in-depth training program offered not only to first responders at the local level, but also government employees, school personnel, and faith-based personnel. This was to be accomplished by creating a community awareness briefing that could be shared with various types of community members. We also wanted to create an outreach video to provide to secondary school students in grade 6-12 to teach them the importance of reporting concerning behavior. Social media posts were planned to be shared online along with emails sent to KOHS contacts. The goal was to have an increase in awareness and understanding of these indicators which will ultimately lead to more actionable suspicious activity reports related to radicalization to violence. Those actionable reports can be analyzed and passed



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to the appropriate authorities to investigate further, whether that be a local law enforcement agency, school safety personnel, or directly to FBI (through an eGuardian report).

- b. Reference your Implementation and Measurement Plan and final quarterly report when completing this section.
  - c. Please limit this section to 300-400 words.
2. Key Accomplishments and Outcomes
- a. Provide a summary of the key accomplishments and outcomes of your project. If these outcomes differ from the activities listed in your approved IMP, please describe the discrepancy.

KOHS was able to work with DHS/CP3 to create a community awareness briefing (CAB) to share with community stakeholders. Pre-/post-tests were created to determine the effectiveness of the CAB presentation. Most CAB presentations were done virtually due to convenience and availability of those partaking of the presentation. There were 4 in-person CAB presentations. One presentation was presented to faith-based organizations, one to a local security company, and two to the Kentucky League of Cities city clerk conference that reached clerks in cities across the state. Our office was able to work with a local production company to create an approximately 20-minute video for Kentucky students in grades 6-12 to discuss targeted violence and terrorism prevention. The video is set in a school setting with the information being provided by someone in a school resource officer role. It provides students with the importance of reporting concerning behavior and examples of what should be reported and to whom it should be reported. An on-demand training for Kentucky state employees was created and uploaded to the Kentucky employee MyPurpose training portal. It is ultimately a condensed 30-minute version of the CAB presentation. It is also available on YouTube for viewing. KOHS had printed pamphlets and posters created to provide to stakeholders free of charge to help spread the information contained in the CAB presentation. Posters were created for community stakeholders and school settings.

- b. The data provided in your final quarterly report should be listed as a reference in this section. In particular, please highlight and summarize the final data listed in the following sections: “Total Instances to Date” column, “Total Audience to Date” column, Survey Reporting tab (if applicable), Case Management tab (if applicable).
  - i. 48 law enforcement officers received the TVTP briefing during one of the 30 virtual CAB presentations. The attending officers stated that by sharing the information within their agencies they would reach 2,267 additional officers.
  - ii. 23 school resource officers (SROs) received the TVTP briefing during one of the 30 virtual CAB presentations. The attending SROs stated that by sharing the information within their agencies they would reach 293 additional SROs.
  - iii. 152 state government employees received the TVTP briefing during either one of the 30 virtual CAB presentations or in person during two separate presentations for the Kentucky League of Cities city clerk conference. The attending employees stated that by sharing the information within their agencies they would reach 955 additional individuals.
  - iv. 56 community stakeholders received the TVTP briefing during one of the 30 virtual CAB presentations or during the in-person event held for a specific security firm. The stakeholders that received the training included various civil organizations, fire departments, and the YMCA, among other groups. These



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stakeholders stated that by sharing the information within their groups and organizations they would reach 2,320 additional individuals.

- v. 42 faith-based organizations members received the TVTP briefing at an in-person event. Attendees did not utilize the pre-/post-test that was available so the number of people they may reach with the information is unknown.
  - vi. 8,645 Kentucky secondary students, from 4 separate counties, in grades 6-12 viewed with the TVTP video. This resulted in a greater awareness of concerning behavior and to whom to report it.
- c. If you have any impactful stories to share from program participants or community members served through the project, please describe them here.
  - d. If you have graphics, charts, or photos that visualize your project's accomplishments, please provide them here.

### 3. Deliverables

- a. Provide a list with brief descriptions of your project deliverables, materials created, or other final work products such as training curricula, flyers, or video links.
  - TVTP Community Awareness Poster: Poster given to CAB participants to utilize in their agency or organization to bring awareness to reporting suspicious activity and concerning behavior.
  - TVTP Community Awareness Pamphlet: Pamphlet given to CAB participants to utilize in their agency or organization to bring awareness to reporting suspicious activity and concerning behavior.
  - School Bullying Poster: Poster related to bullying in schools and how to report bullying to Kentucky's anonymous school safety reporting STOP Tip Line.
  - School Violence Poster: Poster related to violence in schools and how to report violence to Kentucky's anonymous school safety reporting STOP Tip Line.
  - School Weapon Poster: Poster related to weapons in schools and how to report weapons to Kentucky's anonymous school safety reporting STOP Tip Line.
  - Video for state employees: The video for state employees is a shortened version of the CAB. It is also available on YouTube. Link: <https://youtu.be/B-9ARUXmlxw>
  - School video for students in grades 6-12. Password for link is "Red7e". Link: [https://urldefense.proofpoint.com/v2/url?u=https-3A\\_vimeo.com\\_797339039&d=DwIFAg&c=euGZstcaTDllvimEN8b7jXrwqOf-v5A\\_CdpnVfiiMM&r=EI0rfC3S9VO1iiSsqJzDvA&m=QbtfRgTHinRQwAK4KV2Jb0QKPxelFnF9B0uJLBod\\_W0&s=OvewRDS1YEWGXWpMDze6vp3-LHiOkUVK2YGvgaU-nS8&e=](https://urldefense.proofpoint.com/v2/url?u=https-3A_vimeo.com_797339039&d=DwIFAg&c=euGZstcaTDllvimEN8b7jXrwqOf-v5A_CdpnVfiiMM&r=EI0rfC3S9VO1iiSsqJzDvA&m=QbtfRgTHinRQwAK4KV2Jb0QKPxelFnF9B0uJLBod_W0&s=OvewRDS1YEWGXWpMDze6vp3-LHiOkUVK2YGvgaU-nS8&e=)
- b. Indicate in the list whether the product has previously been submitted to DHS and whether it was in draft or final form.

All items were previously sent to DHS for approval.
- c. For items hosted online, provide a link for each item.

Link for each item included in above list.
- d. Indicate if you believe that any of the documents should not be shared outside DHS.

There is no reason any item should not be shared outside DHS.

### 4. Challenges and Lessons Learned

- a. Describe any challenges your project encountered, attempts made to address them, and the lessons learned from these experiences.



Our office faced several significant challenges throughout our grant period. The most significant challenge was the COVID-19 pandemic. The pandemic shifted our office into a remote working environment and with this shift came technological struggles. Many of our intended target audiences also faced the same technological hurdles and the option for a virtual presentation of the CAB created a more difficult opportunity to gain attendance.

The start date for our awarded grant period began October 1<sup>st</sup>, 2020. Creating a mutually agreed upon (CAB between the KOHS office and DHS/CP3 to reach our targeted audience took approximately one year to complete. The length of time it took to receive approval for the CAB product along with changes that needed to be made significantly altered the time frame of presenting the material. The grant period was ultimately reduced by half, therefore impacting the amount of people we were able to reach.

During the grant period the Kentucky Intelligence Fusion Center had substantial turnover within the agency. In that time frame, the Fusion center had two directors and a senior analyst leave the agency. Their absences created strain on the remaining employees regarding completion of TVTP requirements. The original TVTP program coordinator took a new position within the agency during the first year of the grant and then ultimately also left the agency. When the current program coordinator was hired to oversee the TVTP program they started 9 months into the grant period. The departure of the previous employees who were more heavily involved with the grant left the current program coordinator lacking guidance. The remaining KOHS staff were willing to assist where needed with TVTP but were already spread thin due to the small size of the agency staff and the tremendous duties already tasked upon them. Future grants awarded to KOHS will have multiple people involved so that someone may step in in the absence of the program coordinator.

The initial grant application specified a large number of targeted stakeholders that would be reached during the program. The numbers that KOHS set out to reach were not within an adequate target range as the numbers listed were tremendously too high. The amount of people that were intended to be reached had also not been approached prior to setting the estimated numbers in the narrative. Had those targeted stakeholder groups been approached prior to setting the amount intended to be reached, KOHS could have provided a more realistic number that would be reached. Coupled with the lack of participation within the organizations and agencies that could be reached, the estimated numbers were too high to be completed.

b. If you could plan/implement the project again, what would you do differently?

If a similar project was to be planned or implemented again a more realistic number would be established to provide a better chance at reaching the goal. Agencies and organizations would be secured prior to stating how many are intended to be reached.

c. Based on your project, do you have any advice for others aiming to do similar work?

It would be wise to secure your intended targets in advance and make sure that your goals are obtainable.

### 5. Sustainability

a. Indicate whether all or a portion of your project will continue after the period of performance and describe how this sustainability will occur.

KOHS intended to continue to offer the TVTP CAB to various groups, agencies, and organizations. The threat of targeted violence and terrorism continues to grow as does the



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importance of sharing the information with communities. KOHS is currently working on updating the agency website to include information for individuals or groups that would like to receive the CAB. The school related TVTP video that was created will also be on the website. The video will also continue to be shared with schools as it was created to be indefinitely. The shortened online CAB will remain as an active link on YouTube and on the Kentucky state employee MyPurpose training platform for continued viewing. All printed material will remain available for distribution.

b. If no elements of the project will continue, please describe why.

### **Optional:**

1. Contributions to the Field and Next Steps (if applicable)
  - a. Indicate any long-term contributions that your project made to the targeted violence and terrorism prevention field.
2. Contact Information
  - a. Contact information for your organization or key personnel if you would like DHS to share these contacts publicly

Kentucky Office of Homeland Security – 502-564-2081 – [fusioncenter@ky.gov](mailto:fusioncenter@ky.gov)

3. Appendices
  - a. Raw Output Data, additional Figures and Graphics relevant to the project not included in the “Key Accomplishments and Outcomes” section. Provide a letter listing the name of each appendix and a brief description of the document.
  - b. Submit the appendices as separate files named accordingly (e.g. “Appendix A-Coded Survey data.xls”)
  - c. REMINDER: Do not submit any Personally Identifiable Information (PII). If PII is present in your materials, you must strip it out or redact it prior to submission to DHS. Photos CANNOT include faces of program participants OR program staff. Photos of an individual's face are considered Personally Identifiable Information (PII), which is not to be transmitted to DHS under the terms of your award.