

RESOLUTION R-13-136

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY FLORIDA, RESCINDING RESOLUTION R-13-113 AND AUTHORIZING THE SUBMISSION AND ACCEPTANCE OF AN EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) FROM THE FLORIDA DEPARTMENT OF LAW ENFORCEMENT (FDLE); AUTHORIZING THE CHAIRMAN, THE COUNTY ADMINISTRATOR OR THE DEPUTY COUNTY ADMINISTRATOR TO EXECUTE ALL NECESSARY DOCUMENTS RELATED TO GRANT SUBMISSION AND ACCEPTANCE; AND AUTHORIZING THE COMMUNITY SERVICES DEPARTMENT DIRECTOR OR DESIGNEE TO EXECUTE ALL APPROPRIATE DOCUMENTS REQUIRED IN CONNECTION WITH GRANT ADMINISTRATIVE FUNCTIONS.

WHEREAS, Manatee County has determined that submission and acceptance of an Edward Byrne Memorial Justice Assistance Grant from the Florida Department of Law Enforcement is in the best interests of the health and welfare of the citizens of Manatee County.

NOW THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Manatee County, Florida, that:

1. Resolution R-13-113 is hereby rescinded.
2. The submission and acceptance of Edward Byrne Memorial Justice Assistance Grant from the Florida Department of Law Enforcement in the amount of \$108,777 is hereby authorized.
3. The Chairman, or in his absence, the Vice Chairman of the Board of County Commissioners, or the County Administrator or the Deputy County Administrator are authorized to execute all necessary documents with regards to submission and acceptance of this grant.
4. The Community Services Department Director or her designee, is authorized to execute all appropriate documents which may be required in connection with the administrative functions of the Justice Assistance Grant.



BOARD OF COUNTY COMMISSIONERS
OF MANATEE COUNTY, FLORIDA

BY: _____

Larry Bustle

Larry Bustle
CHAIRMAN

7/30/13

ATTEST: R. B. "CHIPS" SHORE
CLERK OF THE CIRCUIT COURT

BY: _____

Wabi Issner

DEPUTY CLERK



MANATEE COUNTY
FLORIDA

July 30, 2013

Mr. Clayton Wilder, Administrator
Office of Criminal Justice Grants
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, FL 32308

Re: Florida Department of Law Enforcement (FDLE) Federal Fiscal Year (FFY) 2013 Edward Byrne Memorial Justice Assistance Grant (JAG) Program – JAG Countywide

Dear Mr. Wilder:

In compliance with the State of Florida Rule 11D-9, Florida Administrative Code, the Manatee Board of County Commissioners approves the distribution of \$108,777 for the following projects within Manatee County:

<u>Subgrantee</u>	<u>Title of Project</u>	<u>Dollar Amount</u> <u>(JAG Funds)</u>
Board of County Commissioners, Manatee County	Drug Court Program	\$108,777

Sincerely,

BOARD OF COUNTY COMMISSIONERS
OF MANATEE COUNTY, FLORIDA

Larry Bustle
Chairman

LB: lm

Board of County Commissioners
Mailing Address: P. O. Box 1000 Street Address: 1112 Manatee Avenue West, Bradenton, FL 34206-1000
WEB: www.mymanatee.org * PHONE: 941.745.3707 * FAX: 941.745.3790

LARRY BUSTLE * MICHAEL GALLEN * JOHN R. CHAPPIE * ROBIN DiSABATINO * VANESSA BAUGH * CAROL WHITMORE * BETSY BENAC
District 1 District 2 District 3 District 4 District 5 District 6 District 7

July 30, 2013 - Regular Meeting
Agenda Item #71

Subject

Florida Department of Law Enforcement 2013 Edward Byrne Memorial Justice Assistance Grant

Briefings

None

Contact and/or Presenter Information

Lynette Miralla x3484

Elaine Maholtz x3485

Brenda G. Rogers, Director

APPROVED IN OPEN SESSION

BOARD OF COUNTY COMMISSIONERS
MANATEE COUNTY, FLORIDA

Action Requested

Authorization to adopt Resolution R-13-136, rescinding Resolution R-13-113 and authorizing the submission and acceptance of an Edward Byrne Memorial Justice Assistance Grant (JAG) from the Florida Department of Law Enforcement (FDLE) in the amount of \$108,777; authorizing the Chairman, the County Administrator or the Deputy County Administrator to execute all necessary documents related to grant submission and acceptance, and authorizing the Community Services Department Director or her designee to execute all appropriate documents required in connection with grant administrative functions.

Authorize the Chairman to sign a letter to the Florida Department of Law Enforcement approving allocation of Grant Funds to the Board of County Commissioners for the Drug Court Program.

Enabling/Regulating Authority

F.S. Chapter 125

Background Discussion

- At its June 18, 2013, meeting the Board of County Commissioners assumed the responsibility of coordinating the development of a grant application to the Florida Department of Law Enforcement (FDLE) for Federal Fiscal Year (FFY) 2013 Edward Byrne Memorial Justice Assistance Grant (JAG) funds for use by all units of government within Manatee County. FFY 2013 coincides with the time period October 1, 2013, through September 30, 2014.
- During the Board's recess, Resolution R-13-113 authorized the submission and acceptance of the above grant in the amount of \$102,892. The application was submitted by staff to FDLE by the July 24, 2013,

#71

Manatee County Government Administrative Center
Commission Chambers, First Floor
9:00 a.m. - July 30, 2013

due date.

- In a letter received July 26, 2013, by the Community Services Department, FDLE advised that Manatee County has been allocated \$108,777 in Federal Fiscal Year (FFY) 2013 Edward Byrne Memorial Justice Assistance Grant (JAG) funds, an increase of \$5,885.
- The Public Safety Coordinating Council (PSCC) had recommended that Manatee County apply for this FDLE JAG Grant with funds to be allocated for Manatee County Drug Court. This additional \$5,885 FDLE funding will be combined with Federal JAG grant funds to continue contractual services with Manatee Glens for another year, to provide addiction counseling services to participants in the Drug Court Program.
- FDLE JAG requirements include submission of letters from at least 51% of the units of local Government representing 51% of the County's population approving the distribution of JAG funds. The required letters will be included with the FDLE Grant Application.
- No grant match is required under the guidelines of the JAG program. An application due date of July 31, 2013 has been established by FDLE.

County Attorney Review

Other (Requires explanation in field below)

Explanation of Other

Prepared in accordance with FDLE directives.

Reviewing Attorney

N/A

Instructions to Board Records

TIME SENSITIVE - Resolution and Manatee County Letter must be forwarded to Tallahassee by July 31.

Please contact Community Services staff for pick up.

One fully executed Grant application will be provided to Board Records upon return from FDLE.

Cost and Funds Source Account Number and Name

\$108,777 JAG - 173 9009169 331693 /9000 Manatee County Drug Court

Amount and Frequency of Recurring Costs

N/A

Attachment: Resolution 13-136 FDLE.pdf

Attachment: Manatee County Letter.pdf

Attachment: Letter from FDLE.pdf - Stamped approved, Contacted Lynette for pickup, Added Res to M drive

Added FDLE App to Pending Docs, will f/u in 30days - SS 7/30

**State of Florida
Office of Criminal Justice Grants
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, Florida 32308**

SUBGRANT AWARD CERTIFICATE

Subgrantee: Manatee County Board of Commissioners

Date of Award: 10/11/2013

Grant Period: From: 10/01/2013 TO: 09/30/2014

Project Title: MANATEE COUNTY DRUG COURT

Grant Number: 2014-JAGC-MANA-1-E5-025

Federal Funds: \$ 108,777.00

State Agency Match:

Local Agency Match: \$ 0.00

Total Project Cost: \$ 108,777.00

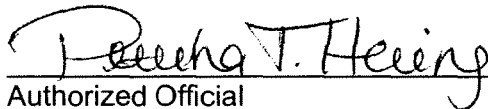
CFDA Number: 16.738

Award is hereby made in the amount and for the period shown above of a subgrant under Title I of the Omnibus Crime Control and Safe Streets Act of 1968, P.L. 90-351, as amended, and the Anti-Drug Abuse Act of 1988, P.L. 100-690, to the above mentioned subgrantee and subject to any attached or special conditions.

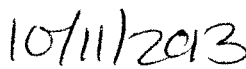
This award is subject to all applicable rules, regulations, and conditions as contained in the Financial and Administrative Guide for Grants, Guideline Manual 7100 1D, Office of Justice Programs, Common Rule for State and Local Governments and A-87, or OMB Circulars A-110 or A-102, as applicable, and A-21, in their entirety. It is also subject to such further rules, regulations and policies as may be reasonably prescribed by the State or Federal Government consistent with the purposes and authorization of P.L. 90-351, as amended, and P.L. 100-690.

SUBGRANT AWARD CERTIFICATE (CONTINUED)

This grant shall become effective on the beginning date of the grant period provided that within 30 days from the date of award, a properly executed Certificate of Acceptance of Subgrant Award is returned to the Department.



Authorized Official
Petrina Tuttle Herring
Administrator



Date

() This award is subject to special conditions (attached).

State of Florida
Office of Criminal Justice Grants
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, Florida 32308

CERTIFICATE OF ACCEPTANCE OF SUBGRANT AWARD

The subgrantee, through its authorized representative, acknowledges receipt and acceptance of subgrant award number 2014-JAGC-MANA-1-E5-025, in the amount of \$ 108,777.00, for a project entitled, MANATEE COUNTY DRUG COURT, for the period of 10/01/2013 through 09/30/2014, to be implemented in accordance with the approved subgrant application, and subject to the Florida Department of Law Enforcement's Standard Conditions and any special conditions governing this subgrant.



(Signature of Subgrantee's Authorized Official)

Karen Windon, Deputy County Administrator
(Typed Name and Title of Official)

Manatee County Board of Commissioners
(Name of Subgrantee)

10/25/13
(Date of Acceptance)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 1: Administration

Subgrant Recipient

Organization Name: Manatee County Board of Commissioners

County: Manatee

Chief Official

Name: Lawrence Bustle

Title: Chairman

Address: Post Office Box 1000

City: Bradenton

State: FL **Zip:** 34206-1000

Phone: 941-745-3701 **Ext:**

Fax:

Email: larry.bustle@mymanatee.org

Chief Financial Officer

Name: Richard Shore

Title: Clerk of Court

Address: Post Office Box 1000

City: Bradenton

State: FL **Zip:** 34206

Phone: 941-749-1800 **Ext:**

Fax:

Email: chips.shore@manateclerk.com

RECEIVED
JUL 26 2013
OFFICE OF
CRIMINAL JUSTICE GRANTS

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 7: Administration

Implementing Agency

Organization Name: Manatee County Board of Commissioners

County: Manatee

Chief Official

Name: Lawrence Bustle

Title: Chairman

Address: Post Office Box 1000

City: Bradenton

State: FL **Zip:** 34206-1000

Phone: 941-745-3701 **Ext:**

Fax:

Email: larry.bustle@mymanatee.org

RECEIVED
JUL 26 2013
OFFICE OF
CRIMINAL JUSTICE GRANTS

Project Director

Name: Lynette Miralla

Title: Senior Human Service Analyst

Address: 1112 Manatee Avenue West

City: Bradenton

State: FL **Zip:** 34205

Phone: 941-749-3030 **Ext:** 3484

Fax: 941-749-3040

Email: lynette.miralla@mymanatee.org

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 2: Project Overview

General Project Information

Project Title: MANATEE COUNTY DRUG COURT
Subgrant Recipient: Manatee County Board of Commissioners
Implementing Agency: Manatee County Board of Commissioners
Project Start Date: 10/1/2013 **End Date:** 9/30/2014

Problem Identification

Manatee County is a branch of the Sarasota-Bradenton Metropolitan area located on Florida's southwestern coast. Like much of South Florida, it continues to grow. More specifically, over a 10 year period, the county's population has grown from 264,002 in 2000 to 322,833 in 2010 representing a 22.3% increase in population. In contrast, the U.S. grew by 9.7% during this same time period. Projections seem to suggest that the county will increase by another 14.83 % by year 2020. However, along with such growth also comes the potential increase in crime among both youth and adults.

According to data from the Florida Department of Law Enforcement (FDLE) Annual 2012 Uniform Crime Report, even though Manatee County has reported an overall slight decrease in crime from 2011 through 2012 the number of forcible sex offenses and murder offenses have drastically increased within the period. When examining crimes generally related to substance abusive behavior such as burglaries, larcenies, and actual drug arrests these crimes remained relatively stable, while stolen property increased by 47 percent. Research suggests a strong correlation between substance abuse and criminal behavior. A survey of 801 arrestees in the Tampa Bay Area revealed 62% of arrestees interviewed were positive for any of 9 drugs, when alcohol was added to this number, 67% reported being positive at the time of arrest, it should be noted, 86% those interviewed also were urine tested to ensure accuracy (ADAM, 2003). The stability of crimes generally related to substance abusive behavior continues to contribute to an inflated jail population.

In addition to offenders struggling with substance abusive behaviors leading to criminal activity many have co-occurring disorders, a combination of substance abusive behavior and mental health problems. A recent survey of the Manatee County Drug Court (MCDC) suggests approximately 50% of Drug Court participants have a co-occurring disorder. This suggests a need for more intensive or targeted mental health services in conjunction with substance abuse counseling. When combining this trend with the dissolution of our Mental Health Supervised Release program there is a possibility of a greater number of offenders not receiving appropriate services and adding to the population at the Manatee County Jail. A recent jail study has suggested the need to build another wing at the facility in order to both relieve overcrowding as well as receive new arrests. The MCDC would help to alleviate housing non-violent offenders in the Manatee County jail, allowing room to incarcerate more violent offenders.

Project Summary (Scope of Work)

The Manatee County Drug Court (MCDC) provides substance treatment for adult non-violent misdemeanor and felony offenders. The MCDC is a four (4) phase one year program; the program does allow first time non-violent offenders with a Pre-Trial Investigation status to complete the program within 9 months granted participants holding this status remain current with all fees,

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are gainfully employed or enrolled in educational or vocational program, and never test positive for any illegal or prohibited substances.

The MCDC mission is to reduce crime and substance abuse by adult offenders through drug treatment and judicial supervision, while promoting educational and vocational participation and improved social functioning, resulting in decreased recidivism and a safer community, and will attempt to accomplish its mission through three(3)primary goals.

Goal 1: Reduce crime and substance abuse in adult offenders.

The four primary objectives to accomplish this goal are:

Objective 1: Screen potential participants in an effort to identify offenders who meet the criteria of the MCDC in an effort to place them into the program as soon as possible.

Objective 2: Provide regular on-site treatment for those eligible and willing to participate in the MCDC Program.

Objective 3: Provide frequent and random urinalysis in order to determine participants' compliance with MCDC drug use policy.

Objective 4: Provide regular and intensive judicial supervision for each participant. Judicial supervision will be in conjunction with participants' progress in program.

Goal 2: Promote educational/vocational participation.

The four primary objectives to accomplish this goal are:

Objective 1: Require all MCDC participants to either be employed or enrolled in an educational/vocational program or both.

Objective 2: Require participants who do not work or are not in an educational/vocational program to participate in community service activities. This will help MCDC participants to give back to the community as well as have an option to repay fees they would be unable to pay without community service option.

Objective 3: Provide case management services for participants linking them with job leads and/or organizations which can help with vocational opportunities.

Objective 4: Establish relationships with local educational institutions in order to identify eligibility for educational opportunities at various levels, i.e. GED, college, or Technical training.

Goal 3: Help improve social functioning for MCDC participants.

The three primary objectives to accomplish this goal are:

Objective 1: Each participant will receive an individualized clinical and case management treatment plan to help each participant work on issues pertinent to him/her. Each treatment plan will be reviewed every 30 days to gauge participant's progress.

Objective 2: Provide parenting groups for all MCDC participants with children, expecting children, or who live in residences with children.

Objective 3: Provide housing assistance for MCDC participants who do not have adequate housing; participant will be responsible for housing after initial two week period.

Through implementation of these objectives, the MCDC is seeking an 85 percent success rate for those who complete the MCDC program. The definition of success includes completion of the four (4) program phases without a negative termination and participant not having any re-arrests and convictions over a twenty-four (24) month period upon graduation from the MCDC. All phases require abstinence from chemical substances and alcohol and a willingness to submit to drug and alcohol testing. Each phase requires group and individual treatment activities, but participation in

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Florida Department of Law Enforcement
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those activities are reduced as the individual advances in the program.

Manatee County Government on behalf of MCDC will enter into contract with Manatee Glens Corporation (MGC), a 501(c)3 private non-profit organization and local provider of substance abuse and mental health services, for the services of qualified substance abuse counselors who will have a target caseload of 50 participants and will provide individual and group counseling utilizing the Stages of Change model of addiction therapy, 12 Step method with no faith based affiliation, Motivational Enhancement therapy and Motivational Interviewing techniques. In addition to counseling duties, counselors will monitor urine samples provided by program participants. Counselors assigned to the MCDC program will provide the courts with weekly updates of participants' progress in the program and offer recommendations based upon their progress.

MGC staff will work with MCDC to provide the level of case management necessary for individual success in the program. This includes provision of the following contractual services: individual, group and family counseling, intake assessments, American Society of Addiction Medicine (ASAM) for patient placement, and Bio-psychosocial assessment, case management, treatment plan, and treatment plan review, substance abuse testing, court progress evaluation and case staffing. Counselors will provide the courts with weekly updates of participants' progress in the program and recommendations based upon their progress.

Community Actions:

The MCDC is a multi-disciplinary team and consists of several state and private entities to include the State Attorney's Office(SAO), Public Defender's Office(PDO), Florida Department of Corrections(FLDC), a Circuit Judge and Manatee Glens Corp. The team reviews each participant's progress and makes a recommendation to the Drug Court Judge who then decides the outcome for that participant during Drug Court hearings.

Due to the background of many of the participants of the MCDC, there is also collaboration with various community agencies to provide needed services to address specific issues. Hope Family Services provides a 13 week domestic violence program available to all MCDC participants who have experienced domestic violence at any level in their lives. The MCDC also collaborates with Family Partnership Center in the provision of on-site parenting groups for any participants who have children, are expecting a child, or live in a home where children are present; these classes also satisfy requirements for parents with open Child Protective cases. The MCDC also works closely with Suncoast Workforce Board in helping participants with both vocational and educational needs find help with GED preparation, job searches, and other activities related to educational or vocational enhancement. In order to assist local veterans whose behaviors have brought them into contact with the criminal justice system, the program is working closely with the Jewish Family Services Courts Assisting Veterans Program. The MCDC proposes continued cooperation with these entities as well as seeking out new collaborations when appropriate.

Closing Statement and Coordinating Efforts:

MCDC Program operates under Florida Statute Title XXIX Public Health, Chapter 397 Substance Abuse Services, Section 397.334. MCDC offers individuals the hope of never returning to jail or the justice system and control over substances that once controlled them. MCDC offers the community cost effective programming, an alternative to jail overcrowding and a safer community.

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The program was funded through an American Recovery and Reinvestment Act (ARRA) Justice Assistance Grant (JAG) 2009 SB B9 2798 which ended on June 30, 2013, and continued with two other grants: FDLE JAG grant 2013 JAGC MANA 2 D7 099, which ended on December 31, 2012, and Bureau of Justice Assistance JAG grant 2012 DJ BX 0122 due to expire on September 30, 2013. The approval of FY2013 JAG funding will allow the continuation of a valuable community program.

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Section 2. Project Overview

Section Questions:

Question: Does the Subgrantee receive a single grant in the amount of \$500,000 or more from the U.S. Department of Justice?

Answer: No

Question: Does the Implementing Agency receive a single grant in the amount of \$500,000 or more from the U.S. Department of Justice?

Answer: No

Question: Part 1: In your business or organization's preceding completed fiscal year, did your business or organization (the subgrantee) receive (1) 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? If yes, answer "yes" or "no" to Part 2, below.

Answer: No

Question: Part 2: Does the public have access to information about the compensation of the executives in your business or organization (the subgrantee) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? If answer to Part 1, above, was "no," answer N/A.

Answer: N/A

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General Performance Info:

Performance Reporting Frequency: Quarterly

Federal Purpose Area: 005 - Drug Treatment Programs

State Purpose Area: A - Accomplishments: Includes any accomplishments during the reporting period.

Activity Description

Activity: Drug Testing
Target Group: Substance Abusers
Geographic Area: Urban
Location Type: Courthouse

Activity Description

Activity: Drug Court
Target Group: Substance Abusers
Geographic Area: Urban
Location Type: Courthouse

Activity Description

Activity: Psycho-Social Assessment
Target Group: Substance Abusers
Geographic Area: Urban
Location Type: Courthouse

Activity Description

Activity: Intake and Screening
Target Group: Substance Abusers
Geographic Area: Urban
Location Type: Courthouse

Activity Description

Activity: Counseling
Target Group: Substance Abusers
Geographic Area: Urban
Location Type: Courthouse

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Activity Description

Activity: Case Management
Target Group: Substance Abusers
Geographic Area: Urban
Location Type: Courthouse

Activity Description

Activity: Group Therapy
Target Group: Substance Abusers
Geographic Area: Urban
Location Type: Courthouse

Activity Description

Activity: Referrals
Target Group: Substance Abusers
Geographic Area: Urban
Location Type: Courthouse

Activity Description

Activity: Treatment Planning
Target Group: Substance Abusers
Geographic Area: Urban
Location Type: Courthouse

Objectives and Measures

Objective: A1 - Report on program accomplishments

Measure: Part 1

Please briefly describe what your program's accomplishments will be. Please include any benefits or changes to be observed as a result of JAG-funded activities, such as program completion, or changes in attitudes, skills, knowledge, or conditions. [500-character limit]

Goal: Crime and substance abuse reduction by adult offenders through drug treatment and judicial supervision, while promoting educational and vocational participation and improved social functioning, resulting in decreased recidivism and a safer community.

Objective: A2 - Report on usage of crimesolutions.gov Website

Measure: Part 1

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Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Objective: Performance

Will you be using the crimesolutions.gov website?

Goal: No

Objective: A3 - Report on subgrants from grantees other than FDLE

Measure: Part 2

If yes, enter grantee organization or agency name.

Goal: Manatee County is primary recipient of a Justice Assistance Grant award from BJA.

Measure: Part 1

Are you a subrecipient of a JAG award from another JAG grantee (other than FDLE)? An agency can be a primary recipient of a JAG award from BJA and a subrecipient of a JAG award from another JAG award primary recipient. Do not consider awards that you receive directly from USDOJ.

Goal: Yes

State Purpose Area: DC - Judicially supervised court dockets. Drug courts seek to balance the need for public safety with that of devising effective treatment solutions for nonviolent, drug-addicted individuals in the court system while holding them accountable for their actions.

Activity Description

Activity: Drug Court
Target Group: Drug Court
Geographic Area: Urban
Location Type: Courthouse

Objectives and Measures

Objective: DC1 - Report on JAG funding allocated for providing drug court programs

Measure: Part 1

How much JAG funding has been allocated for providing drug court programs?
Please report in dollars (\$).

Goal: \$108,777

Objective: DC2 - Provide a drug court program

Measure: Part 1

Will your program admit any participants to drug court programs?

Goal: Yes

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CRIMESOLUTIONS

Measure: Part 2

How many TOTAL participants will be enrolled in drug court programs?

Goal: 100

Measure: Part 3

Of those, how many will be NEW participants?

Goal: 50

Objective: DC3 - Implement an evidence-based program or practice in a drug treatment program

Measure: Part 1

Will your drug court programs provide evidence-based treatment services? Evidence-based programs and practices are those demonstrated by the research literature to be effective at reducing substance use among court-involved individuals (generally obtained through one or more outcome evaluations).

Goal: Yes

Measure: Part 2

If yes, please enter the number of evidence-based services to be provided by your program that fit the crimesolutions.gov definition of Effective: "Programs have strong evidence indicating they achieve their intended outcomes when implemented with fidelity."

Goal: 1

Measure: Part 5

If yes, please enter the type of evidence-based services to be provided by your program.

Goal: LifeSkills

Stages of Change Model of Addiction therapy
Motivational Enhancement Therapy and Motivational Interviewing Techniques.

Objective: DC5 - Provide outpatient services

Measure: Part 1

Will JAG funds be used to provide outpatient services? Services received should be based on actual attendance of participants in mandated activities.

Goal: Yes

Measure: Part 2

If yes, please enter the number of sessions for outpatient services drug court program participants will receive. To calculate this number, determine the number of outpatient service sessions that each participant will receive. Then add the number of sessions for each participant together to determine the total number of sessions to be delivered. Include any participant who will

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 3 Performance

receive outpatient services, regardless of whether that person will complete the program, exit without completion, or remain enrolled.
Goal: 800

Objective: DC7 - Report the number of drug treatment participants who successfully completed the program

Measure: Part 1
How many drug court program participants will successfully complete all program requirements? The number entered should represent only those participants who will successfully complete all the requirements of the program.

Goal: 85

Measure: Part 2
How many participants enrolled in a drug court program will unsuccessfully complete the program? The number entered should represent only those who will fail to successfully complete the program for voluntary reasons (e.g., arrests, program violation, etc.).

Goal: 15

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Section 3: Performance

Section Questions:

Question: If "other" was selected for the geographic area, please describe.

Answer: N/A

Question: If "other" was selected for location type, please describe.

Answer: N/A

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Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 4 - Financial

General Financial Info:

Note: All financial remittances will be sent to the Chief Financial Officer of the Subgrantee Organization.

Financial Reporting Frequency for this Subgrant: Quarterly

Is the subgrantee a state agency?: No

FLAIR / Vendor Number: 596000727

Budget:

Budget Category	Federal	Match	Total
Salaries and Benefits	\$0.00	\$0.00	\$0.00
Contractual Services	\$108,777.00	\$0.00	\$108,777.00
Expenses	\$0.00	\$0.00	\$0.00
Operating Capital Outlay	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
-- Totals --	\$108,777.00	\$0.00	\$108,777.00
Percentage	100.0	0.0	100.0

Project Generated Income:

Will the project earn project generated income (PGI) ? No

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Budget Narrative:

Budget Narrative:

Salaries and Benefits: \$0 - No project funds will be spent in the category.

Contractual Services: \$108,777

Contractual Services will be provided through an agreement between Manatee County Government and Manatee Glens Corporation (MGC), the local provider of substance abuse and mental health services as sole source. MGC will provide two qualified full time counselors to provide treatment services for the participants of the Manatee County Drug Court Program. Contractual services will include the provision of: individual, group and family counseling, intake assessments, ASAM patient placement, Bio-psychosocial assessments, case management, drug screening treatment plan and treatment plan review, court progress evaluation and case staffing.

One unit of service equals one hour of staff time. The unit cost is under the maximum allowable cost for the service based on Florida Administrative Code Chapter 65E-14.021. Community Substance Abuse and Mental Health Services Financial Rules.

MGC staff will provide 2006 units of service at \$54.23 per unit.

$2006 \times \$54.23 = \$108,785$

Total Grant = \$108,777

Contractual Services Subtotal = \$108,777

Expenses: \$0 - No project funds will be spent in the category.

Other Capital Outlay: \$0 - No project funds will be spent in the category.

Indirect Cost: \$0 - No project funds will be spent in the category.

Total Costs: \$108,777

Additional costs of administering the project will be covered by other funding sources.

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 4 - Financial

Section Questions:

Question: If salaries and benefits are included in the budget as actual costs for staff in the implementing agency, is there a net personnel increase, or a continued net personnel increase from the previous Byrne program?

Answer: N/A

Question: If benefits are to be included, are they reflected in the budget narrative?

Answer: N/A

Question: Indicate the Operating Capital Outlay threshold established by the subgrantee or implementing agency, if it is the sheriff's office.

Answer: N/A

Question: If indirect cost is included in the budget, indicate the basis for the plan (e.g. percent of salaries and benefits), and provide documentation of the appropriate approval of this plan.

Answer: N/A

Question: If the budget includes services based on unit costs, provide a definition and cost for each service as part of the budget narrative for contractual services. Include the basis for the unit costs and how recently the basis was established or updated.

Answer: One unit of service equals one hour of staff time. The unit cost is under the maximum allowable cost for the service based on Florida Administrative Code Chapter 65E-14.021 Community Substance Abuse and Mental Health Services Financial Rules. MGC staff will provide 2006 units of service at \$54.23 per unit.



**Florida Department of Law Enforcement
Office of Criminal Justice Grants**

Post Office Box 1489 Tallahassee, Florida 32302-1489 (850) 617-1250 criminaljustice@fdle.state.fl.us

Edward Byrne Memorial Justice Assistance Grant (JAG) Program

STANDARD CONDITIONS

Conditions of agreement requiring compliance by units of local government (subgrant recipients), implementing agencies, and state agencies upon signed acceptance of the subgrant award appear in this section. Upon approval of this subgrant, the approved application and the following terms of conditions will become binding. Failure to comply with provisions of this agreement will result in required corrective action up to and including project costs being disallowed and termination of the project, as specified in item 18 of this section.

1. All Subgrant Recipients must comply with the financial and administrative requirements set forth in the current edition of the U.S. Department of Justice, Office of Justice Programs (OJP) Financial Guide (Financial Guide) (www.ojp.usdoj.gov/financialguide/index.htm) and the Edward Byrne Memorial Justice Assistance Grant (JAG) program guidance (www.bja.gov/ProgramDetails.aspx?Program_ID=59) as well as Federal statutes, regulations, policies, guidelines and requirements and Florida laws and regulations including but not limited to:

- Florida Administrative Code, Chapter 11D-9, “Edward Byrne Memorial State and Local Law Enforcement Assistance Formula Grant Program”: www.flrules.org/
- Office of Management and Budget (OMB) Circulars: www.whitehouse.gov/omb/circulars
 - A-21 (2 CFR 220), “Cost Principles for Educational Institutions”
 - A-87 (2 CFR 225), “Cost Principles for State, Local and Indian Tribal Governments”
 - A-102, “Grants and Cooperative Agreements with State and Local Governments”
 - A-110 (2 CFR 215), “Uniform Administrative Requirements for Grants and Cooperative Agreements”
 - A-122 (2 CFR 230), “Cost Principles for Non-Profit Organizations”
 - A-133, “Audits of States, Local Governments, and Non-Profit Organizations”
- Code of Federal Regulations: www.gpo.gov/fdsys/
 - 2 CFR 175.15(b), “Award Term for Trafficking in Persons”
 - 28 CFR 38, “Equal Treatment for Faith-Based Organizations”
 - 28 CFR 66, “U.S. Department of Justice Common Rule for State And Local Governments” (Common Rule)
 - 28 CFR 83, “Government-Wide Requirements for Drug-Free Workplace (Grants)”
 - 28 CFR 18, 22, 23, 30, 35, 42, 61, and 63
- Public Law 109-162, Title XI—Department of Justice Reauthorization, Subtitle B—Improving the Department of Justice's Grant Programs, Chapter 1—Assisting Law Enforcement and Criminal Justice Agencies, Sec. 1111. Merger of Byrne Grant Program and Local Law Enforcement Block Grant Program:
www.bja.gov/ProgramDetails.aspx?Program_ID=59.
- United States Code: www.gpo.gov/fdsys/
 - 42 U.S.C. 3711 et seq., “Omnibus Crime Control and Safe Streets Act of 1968”
- State of Florida General Records Schedule GS1-SL for State and Local Government Agencies: dlis.dos.state.fl.us/barm/genschedules/GS1-SL.pdf.

2. Requirements for Contractors of Subgrant Recipients

The subgrant recipient assures the compliance of all contractors with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended (42 U.S.C. 3711 et seq. at www.gpo.gov/fdsys/); the provisions of the current edition of the Office of Justice Programs Financial Guide (www.ojp.usdoj.gov/financialguide/index.htm); and all other applicable federal and state laws, orders, circulars, or regulations.

3. Allowable Costs

- a. Allowance for costs incurred under the subgrant shall be determined according to the general principles and standards for selected cost items set forth in the Office of Justice Programs Financial Guide, U.S. Department of Justice Common Rule for State And Local Governments and federal OMB Circular A-87, "Cost Principles for State, Local and Indian Tribal Governments," or OMB Circular A-21, "Cost Principles for Educational Institutions."
- b. All procedures employed in the use of federal funds for any procurement shall be according to U.S. Department of Justice Common Rule for State and Local Governments, or OMB Circular A-110, or OMB Circular A-102, and Florida law to be eligible for reimbursement.

4. Reports

a. Project Performance Reports

- (1) Reporting Time Frames: The subgrant recipient shall submit Quarterly Project Performance Reports to the Florida Department of Law Enforcement, hereafter known as the Department, within fifteen (15) days after the end of the reporting period. In addition, if the subgrant award period is extended beyond the "original" project period, additional Quarterly Project Performance Reports shall be submitted.

Failure to submit Quarterly Performance Reports that are complete, accurate, and timely may result in sanctions, as specified in item 18, Performance of Agreement Provisions.

- (2) Report Contents: Performance Reports must include a response to all objectives included in your subgrant. A detailed response is required in the narrative portion for yes/no performance objectives. The narrative must also reflect on accomplishments for the quarter and identify problems with project implementation and address actions being taken to resolve the problems. Additional information may be required if necessary to comply with federal reporting requirements.
- (3) Submission: Performance Reports may be submitted by the Project Director, Application Manager, or Performance Contacts.

b. Financial Reports

(1) Project Expenditure Reports

- (a) The subgrant recipient shall have a choice of submitting either a Monthly or a Quarterly Project Expenditure Report to the Department. Project Expenditure Reports are due thirty (30) days after the end of the reporting period. In addition, if the subgrant award period is extended, additional Project Expenditure Reports shall be submitted.
- (b) All project expenditures for reimbursement of subgrant recipient costs shall be submitted on the Project Expenditure Report Forms prescribed and provided by the Office of Criminal Justice Grants (OCJG) through the Subgrant Information Management ON-line (SIMON) system.
- (c) All Project Expenditure Reports shall be submitted in sufficient detail for proper pre-audit and post-audit.
- (d) Before the "final" Project Expenditure Report will be processed, the subgrant recipient must submit to the Department all outstanding project reports and must have satisfied all special conditions. Failure to comply with the above provisions shall result in forfeiture of reimbursement.
- (e) Reports are to be submitted even when no reimbursement is being requested.

- (f) The report must be electronically signed by the subgrant recipient or implementing agency's Chief Financial Officer or the Chief Financial Officer designee.

(2) Financial Closeout Audit

- (a) The Financial Closeout Audit shall be submitted to the Department within forty-five (45) days of the subgrant expiration date.
- (b) The Financial Closeout Audit must be electronically signed by the subgrant recipient or implementing agency's Chief Financial Officer or the Chief Financial Officer designee.

(3) Project Generated Income (PGI)

- (a) If applicable, the subgrant recipient shall submit Quarterly PGI Earnings and Expenditures Reports to the Department within thirty (30) days after the end of the reporting period covering subgrant project generated income and expenditures during the previous quarter. If any PGI remains unspent after the subgrant ends, the subgrant recipient must continue submitting quarterly PGI reports until all funds are expended. (See Item 11, Program Income.)
- (b) PGI Earnings and Expenditures reports must be electronically signed by the subgrant recipient or implementing agency's chief financial officer or the chief financial officer's designee.

c. Other Reports

The subgrant recipient shall report to the Uniform Crime Report and other reports as may be reasonably required by the Department.

5. Fiscal Control and Fund Accounting Procedures

- a. All expenditures and cost accounting of funds shall conform to the Office of Justice Programs Financial Guide, the Common Rule, and OMB Circulars A-21, A-87, and A-110, or A-102 as applicable, in their entirety.
- b. The subgrant recipient is required to establish and maintain adequate accounting systems and financial records and to accurately account for funds awarded to them. As a subgrant recipient, you must have a financial management system in place that is able to record and report on the receipt, obligation, and expenditure of grant funds. An adequate accounting system for a subgrant recipient must be able to accommodate a fund and account structure to separately track receipts, expenditures, assets, and liabilities for awards, programs, and subgrant recipients.
- c. All funds spent on this project shall be disbursed according to provisions of the project budget as approved by the Department.
- d. All funds not spent in accordance with this agreement shall be subject to repayment by the subgrant recipient.

6. Payment Contingent on Appropriation and Available Funds

The State of Florida's performance and obligation to pay under this agreement is contingent upon an annual appropriation by the Florida Legislature. Furthermore, the obligation of the State of Florida to reimburse subgrant recipients for incurred costs is subject to available federal funds.

7. Obligation of Subgrant Recipient Funds

Subgrant funds shall not under any circumstances be obligated prior to the effective date, or subsequent to the termination date, of the subgrant award period. Only project costs incurred on or after the effective date, and on or prior to the termination date of the subgrant recipient's project are eligible for reimbursement. All payments must be completed within thirty (30) days of the end of the subgrant period.

8. Advance Funding

Advance funding may be provided to a subgrant recipient upon a written request to the Department. The request must be electronically signed by the subgrant recipient or implementing agency's Chief Financial Officer or the Chief Financial Officer designee.

9. Trust Funds

- a. The unit of local government must establish a trust fund in which to deposit JAG funds. The trust fund may or may not be an interest bearing account.
- b. The account may earn interest, but any earned interest must be used for program purposes and expended before the federal grant period end date. Any unexpended interest remaining at the end of the federal grant period must be submitted to the Office of Criminal Justice Grants for transmittal to the Bureau of Justice Assistance.

10. Travel and Training

The cost of all travel shall be reimbursed according to the subgrant recipient's written travel policy. If the subgrant recipient does not have a written travel policy, cost of all travel will be reimbursed according to State of Florida Travel Guidelines § 112.061, Fla. Stat.

11. Program Income (also known as Project Generated Income)

- a. All income generated as a direct result of a subgrant project shall be deemed program income.
- b. Any project that will potentially earn PGI must submit an Earnings and Expenditures Report to report how much PGI was earned during each quarter. A report must be submitted each quarter even if no PGI was earned or expended. PGI Earnings and Expenditures reports must be electronically signed by the subgrant recipient or implementing agency's Chief Financial Officer or the Chief Financial Officer designee.
- c. PGI expenditures require prior written approval from the Office of Criminal Justice Grants. Program income must be used for the purposes of and under the conditions applicable to the award. If the cost is allowable under the federal grant program, then the cost would be allowable using program income. PGI budget requests must be signed by the subgrant recipient or implementing agency's Chief Financial Officer or the Chief Financial Officer designee.
- d. Program income should be used as earned and expended as soon as possible. Any unexpended PGI remaining at the end of the federal grant period must be submitted to OCJG for transmittal to the Bureau of Justice Assistance.

12. Approval of Consultant Contracts

The Department shall review and approve in writing all consultant contracts prior to employment of a consultant when the consultant's rate exceeds \$450 (excluding travel and subsistence costs) per eight-hour day. A detailed justification must be submitted to and approved by FDLE prior to obligation or expenditures of such funds. Approval shall be based upon the contract's compliance with requirements found in the Financial Guide, the Common Rule, and in applicable state statutes. The Department's approval of the subgrant recipient agreement does not constitute approval of consultant contracts. If consultants are hired through a competitive bidding process (not sole source), the \$450 threshold does not apply.

13. Property Accountability

- a. The subgrant recipient agrees to use all non-expendable property for criminal justice purposes during its useful life or dispose of it pursuant to § 274, Fla. Stat.
- b. The subgrant recipient shall establish and administer a system to protect, preserve, use, maintain and dispose of any property furnished to it by the Department or purchased pursuant to this agreement according to federal property management standards set forth in the Office of Justice Programs Financial Guide, U.S. Department of Justice Common Rule for State and Local Governments or the federal OMB Circular A-110 or A-102, as applicable. This obligation continues as long as the subgrant recipient retains the property, notwithstanding expiration of this agreement.

14. Ownership of Data and Creative Material

Ownership of material, discoveries, inventions, and results developed, produced, or discovered subordinate to this agreement is governed by the terms of the Office of Justice Programs Financial Guide (as amended), and the U.S. Department of Justice Common Rule for State and Local Governments, or the federal OMB Circular A-110 or A-102, as applicable.

15. Copyright

The awarding agency reserves a royalty-free non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, for federal government purposes:

- a. The copyright in any work developed under an award or subaward, and
- b. Any rights of copyright to which a subgrant recipient or subrecipient purchases ownership with support funded under this grant agreement.

16. Patents

If any program produces patentable items, patent rights, processes, or inventions, in the course of work sponsored by the federal award or subaward funds, such facts must be promptly and fully reported to the awarding agency.

- a. Unless there is a prior agreement between the subgrant recipient and the Department on disposition of such items, the Department may determine whether protection on the invention or discovery will be sought.
- b. The Department will also determine how rights in the invention or discovery (including rights under any patents issued) will be allocated and administered in order to protect the public interest consistent with "Government Patent Policy" ("President's Memorandum for Heads of Executive Departments and Agencies," dated August 23, 1971, and statement of Government patent policy, as printed in 36 Federal Register 16839).
- c. Government regulations have been issued in Title 37 CFR Part 401 by the U.S. Department of Commerce.

17. Publication or Printing of Reports

The subgrant recipient shall submit for review and approval one copy of any curricula, training materials, or any other written materials that will be published, including web-based materials and web site content, through funds from this grant at least thirty (30) days prior to the targeted dissemination date. The subgrantee understands and agrees that any training materials developed or delivered with grant funding must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees available at

www.ojp.usdoj.gov/funding/ojptrainingguidingprinciples.htm

All materials publicizing or resulting from award activities shall contain the following statements:

"This project was supported by Grant No. [contact the Office of Criminal Justice Grants for award number] awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice."

18. Audit

- a. Subgrant recipients that expend \$500,000 or more in a year in federal awards shall have a single or program-specific audit conducted for that year. The audit shall be performed in accordance with the federal OMB Circular A-133 and other applicable federal law. The contract for this agreement shall be identified in the Schedule of Federal Financial Assistance in the subject audit. The contract shall be identified as federal funds passed through the Florida Department of Law Enforcement and include the contract number, CFDA number, award amount, contract period, funds received and disbursed. When applicable, the subgrant recipient shall submit an annual financial audit that meets the requirements of § 11.45, Fla. Stat., "Definitions; duties; authorities; reports; rules."; § 215.97, Fla. Stat., "Florida Single Audit Act"; and Rules of the Auditor General, Chapter 10.550, "Local Governmental Entity Audits" and Chapter 10.650, "Florida Single Audit Act Audits Nonprofit and For-Profit Organizations."
- b. A complete audit report that covers any portion of the effective dates of this agreement must be submitted within 30 days after its completion, but no later than nine (9) months after the audit period. In order to be complete, the submitted report shall include any management letters issued separately and management's written response to all findings, both audit report and management letter findings. Incomplete audit reports will not be accepted by the Department.
- c. The subgrant recipient shall have all audits completed by an Independent Public Accountant (IPA). The IPA shall be either a Certified Public Accountant or a Licensed Public Accountant.
- d. The subgrant recipient shall take appropriate corrective action within six (6) months of the issue date of the audit report in instances of noncompliance with federal laws and regulations.
- e. The subgrant recipient shall ensure that audit working papers are made available to the Department, or its designee, upon request for a period of three (3) years from the date the audit report is issued, unless extended in writing by the Department.
- f. Subgrant recipients that expend less than \$500,000 in federal awards during a fiscal year are exempt from the audit requirements of OMB Circular A-133 for that fiscal year. In this case, written notification, which can be in the form of the "Certification of Audit Exemption" form, shall be provided to the Department by the Chief Financial Officer, or designee, that the subgrant recipient is exempt. This notice shall be provided to the Department no later than March 1 following the end of the fiscal year.
- g. If this agreement is closed out without an audit, the Department reserves the right to recover any disallowed costs identified in an audit completed after such closeout.
- h. A scanned copy of the completed audit reports or a link to the electronic audit report should be sent via email to criminaljustice@fdle.state.fl.us or mailed to the following address:

Florida Department of Law Enforcement
Office of Criminal Justice Grants
Post Office Box 1489

19. Performance of Agreement Provisions

In the event of default, non-compliance or violation of any provision of this agreement by the subgrant recipient, the subgrant recipient's consultants and suppliers, or both, the Department shall impose sanctions it deems appropriate including withholding payments and cancellation, termination, or suspension of the agreement in whole or in part. In such event, the Department shall notify the subgrant recipient of its decision thirty (30) days in advance of the effective date of such sanction. The subgrant recipient shall be paid only for those services satisfactorily performed prior to the effective date of such sanction.

20. Commencement of Project

- a. If a project is not operational within 60 days of the original start date of the award period, the subgrant recipient must report by letter to the Department the steps taken to initiate the project, the reasons for delay, and the expected start date.
- b. If a project is not operational within 90 days of the original start date of the award period, the subgrant recipient must submit a second statement to the Department explaining the implementation delay.
- c. Upon receipt of the ninety (90) day letter, the Department shall determine if the reason for delay is justified or shall, at its discretion, unilaterally terminate this agreement and re-obligate subgrant funds to other Department approved projects. The Department, where warranted by extenuating circumstances, may extend the starting date of the project past the ninety (90) day period, but only by formal written adjustment to this agreement.

21. Excusable Delays

- a. Except with respect to defaults of consultants, the subgrant recipient shall not be in default by reason of any failure in performance of this agreement according to its terms (including any failure by the subgrant recipient to make progress in the execution of work hereunder which endangers such performance) if such failure arises out of causes beyond the control and without the fault or negligence of the subgrant recipient. Such causes include, but are not limited to, acts of God or of the public enemy, acts of the government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather, but in every case, the failure to perform shall be beyond the control and without the fault or negligence of the subgrant recipient.
- b. If failure to perform is caused by failure of a consultant to perform or make progress, and if such failure arises out of causes beyond the control of subgrant recipient and consultant, and without fault or negligence of either of them, the subgrant recipient shall not be deemed in default, unless:
 - (1) Supplies or services to be furnished by the consultant were obtainable from other sources,
 - (2) The Department ordered the subgrant recipient in writing to procure such supplies or services from other sources, and
 - (3) The subgrant recipient failed to reasonably comply with such order.
- c. Upon request of the subgrant recipient, the Department shall ascertain the facts and the extent of such failure, and if the Department determines that any failure to perform was occasioned by one or more said causes, the delivery schedule shall be revised accordingly.

22. Written Approval of Changes in this Approved Agreement (Grant Adjustments)

- a. Subgrant recipients must obtain prior approval from the Department for major substantive changes such as changes in project activities, target populations, service providers,

implementation schedules, project director, and designs or research plans set forth in the approved agreement and for any budget changes that will transfer more than 10% of the total budget between budget categories.

- b. Subgrant recipients may transfer up to 10% of the total budget between current, approved budget categories without prior approval as long as the funds are transferred to an existing line item.
- c. Under no circumstances can transfers of funds increase the total budgeted award.
- d. Requests for changes to the subgrant agreement must be electronically signed by the subgrant recipient or implementing agency's chief official or the chief official's designee.
- e. Any certifications required for the requested changes, such as Sole Source, ADP Justification, Privacy Certification forms, and Confidential Funds certifications, must be signed by the subgrant recipient or implementing agency chief official or someone with formal, written signature authority for the chief official.

23. Disputes and Appeals

- a. The Department shall make its decision in writing when responding to any disputes, disagreements, or questions of fact arising under this agreement and shall distribute its response to all concerned parties. The subgrant recipient shall proceed diligently with the performance of this agreement according to the Department's decision.
- b. If the subgrant recipient appeals the Department's decision, the appeal also shall be made in writing within twenty-one (21) calendar days to the Department's clerk (agency clerk). The subgrant recipient's right to appeal the Department's decision is contained in § 120, Fla. Stat., and in procedures set forth in Rule 28-106.104, Florida Administrative Code. Failure to appeal within this time frame constitutes a waiver of proceedings under § 120, Fla. Stat.

24. Conferences and Inspection of Work

Conferences may be held at the request of any party to this agreement. At any time, a representative of the Department, of the U.S. Department of Justice, or the Auditor General of the State of Florida, have the right of visiting the project site to monitor, inspect and assess work performed under this agreement.

25. Access to Records

- a. The Florida Department of Law Enforcement, the Auditor General of the State of Florida, the U.S. Department of Justice, the U.S. Comptroller General or any of their duly authorized representatives, shall have access to books, documents, papers and records of the subgrant recipient, implementing agency and contractors for the purpose of audit and examination according to the Financial Guide and the Common Rule.
- b. The Department reserves the right to unilaterally terminate this agreement if the subgrant recipient, implementing agency, or contractor refuses to allow public access to all documents, papers, letters, or other materials subject to provisions of § 119, Fla. Stat., and made or received by the subgrant recipient or its contractor in conjunction with this agreement.
- c. The subgrant recipient will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.

26. Retention of Records

The subgrant recipient shall maintain all records and documents for a minimum of five (5) years from the date of the final financial statement and be available for audit and public disclosure upon request

of duly authorized persons. The subgrant recipient shall comply with State of Florida General Records Schedule GS1-SL for State and Local Government Agencies: dlis.dos.state.fl.us/barm/genschedules/GS1-SL.pdf.

27. Personnel Changes

Upon implementation of the project, in the event there is a change in Chief Officials for the Subgrant recipient or Implementing Agency, project staff must notify the help desk for FDLE's online grants management system, SIMON (Subgrant Information Management Online) so that the organization can be updated in SIMON. If the project director changes, a grant adjustment must be entered in SIMON to reflect the change.

28. Background Check

Whenever a background screening for employment or a background security check is required by law for employment, unless otherwise provided by law, the provisions of § 435, Fla. Stat. shall apply.

- a. All positions in programs providing care to children, the developmentally disabled, or vulnerable adults for 15 hours or more per week; all permanent and temporary employee positions of the central abuse hotline; and all persons working under contract who have access to abuse records are deemed to be persons and positions of special trust or responsibility and require employment screening pursuant to § 435, Fla. Stat., using the level 2 standards set forth in that chapter.
- b. All employees in positions designated by law as positions of trust or responsibility shall be required to undergo security background investigations as a condition of employment and continued employment. For the purposes of the subsection, security background investigations shall include, but not be limited to, employment history checks, fingerprinting for all purposes and checks in this subsection, statewide criminal and juvenile records checks through the Florida Department of Law Enforcement, and federal criminal records checks through the Federal Bureau of Investigation, and may include local criminal records checks through local law enforcement agencies.
 - (1) Any person who is required to undergo such a security background investigation and who refuses to cooperate in such investigation or refuses to submit fingerprints shall be disqualified for employment in such position or, if employed, shall be dismissed.
 - (2) Such background investigations shall be conducted at the expense of the employing agency or employee. When fingerprinting is required, the fingerprints of the employee or applicant for employment shall be taken by the employing agency or by an authorized law enforcement officer and submitted to the Department of Law Enforcement for processing and forwarding, when requested by the employing agency, to the United States Department of Justice for processing. The employing agency shall reimburse the Department of Law Enforcement for any costs incurred by it in the processing of the fingerprints.

29. Drug Court Projects

A Drug Court Project must comply with § 397.334, Fla. Stat., "Treatment-Based Drug Court Programs."

30. Overtime for Law Enforcement Personnel

Prior to obligating funds from this award to support overtime by law enforcement officers, the U.S. Department of Justice encourages consultation with all allied components of the criminal justice system in the affected jurisdiction. The purpose of this consultation is to anticipate and plan for systemic impacts such as increased court dockets and the need for detention space.

31. Criminal Intelligence System

- a. The subgrant recipient agrees that any information technology system funded or supported by the Office of Justice Programs funds will comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if the Office of Justice Programs determines this regulation to be applicable. Should the Office of Justice Programs determine 28 C.F.R. Part 23 to be applicable, the Office of Justice Programs may, at its discretion, perform audits of the system, as per 28 C.F.R. 23.20(g). Should any violation of 28 C.F.R. Part 23 occur, the subgrant recipient may be fined as per 42 U.S.C. 3789g(c)-(d). The subgrant recipient may not satisfy such a fine with federal funds.
- b. The subgrantee understands and agrees that no awarded funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography. In doing so the subgrantee agrees the these restrictions will not limit the use of awarded funds necessary for any federal, state, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecutions, or adjudication activities.

32. Confidential Funds

A signed certification that the project director or the head of the Implementing Agency has read, understands, and agrees to abide by all of the conditions for confidential funds as set forth in the effective edition of the Office of Justice Programs Financial Guide is required from all projects that are involved with confidential funds. The signed certification must be submitted at the time of grant application.

33. Civil Rights Compliance

- a. Federal laws prohibit recipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, disability, or age in funded programs or activities. All subgrant recipients, implementing agencies, and contractors must comply with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 7 94); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); and Department of Justice Non-Discrimination Regulations 28 CFR Part 42; see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
- b. FDLE does not discriminate on the basis of race, color, religion, national origin, sex, disability, or age in the delivery of services or benefits or in employment. The subgrant recipient must notify program participants and beneficiaries that it does not discriminate on the basis of race, color, national origin, religion, sex, disability, and age in the delivery of services or benefits or in employment practices.
- c. Subgrant recipients are responsible for ensuring that contractors, vendors, and agencies to whom they pass-through funds are in compliance with all Civil Rights requirements and that the contractors, vendors, and agencies are aware that they may file a discrimination complaint with the subgrant recipient, with FDLE, or with the Office for Civil Rights and how to do so.

d. Equal Employment Opportunity Plans

- (1) A subgrant recipient or implementing agency must develop an EEO Plan if it has 50 or more employees and it has received any single award of \$25,000 or more from the Department of Justice. The plan must be prepared using the on-line short form at www.ojp.usdoj.gov/about/ocr/eeop_comply.htm, must be retained by the subgrant recipient or implementing agency, and must be available for review or audit. The organization must also submit an EEO Certification to FDLE.
 - (2) If the subgrant recipient or implementing agency is required to prepare an EEO Plan and has received any single award of \$500,000 or more from the Department of Justice, it must submit its plan to the Department of Justice for approval. A copy of the Department of Justice approval letter must be submitted to FDLE. The approval letter expires two years from the date of the letter.
 - (3) A subgrant recipient or implementing agency is exempt from the EEO Plan requirement if it has fewer than 50 employees or if it does not receive any single award of \$25,000 or more from the Department of Justice or if it is a nonprofit organization, a medical or educational institution, or an Indian Tribe. If an organization is exempt from the EEO Plan requirement, it must submit an EEO Certification to FDLE.
 - (4) The subgrant recipient and implementing agency acknowledge that failure to comply with EEO Requirements within 60 days of the project start date may result in suspension or termination of funding, until such time as it is in compliance.
- e. In the event a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to FDLE and to the Office for Civil Rights, Office of Justice Programs.
- f. In accordance with federal civil rights laws, the subgrant recipient shall not retaliate against individuals for taking action or participating in action to secure rights protected by these laws.
- g. Subgrant recipients must include comprehensive Civil Rights/Nondiscrimination Provisions in all contracts funded by the subgrant recipient.
- h. If the subgrant recipient or any of its employees, contractors, vendors, or program beneficiaries has a discrimination complaint, they may file a complaint with the subgrant recipient, with FDLE or with the Office for Civil Rights. Discrimination complaints may be submitted to FDLE at Office of the Inspector General, Post Office Box 1489, Tallahassee, Florida 32302-1489 or on-line at www.fdle.state.fl.us/contacts/comment_form.html. Discrimination complaints may also be submitted to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7th Street, Northwest, Washington, D.C. 20531, or by phone at (202) 307-0690.
- i. The subgrant recipient must have procedures in place for responding to discrimination complaints that employees and clients, customers, and program participants file directly with the subgrant recipient.
- j. The subgrant recipient must have written policies or procedures in place for notifying program beneficiaries how to file complaints alleging discrimination by the subgrantee/implementing agency with FDLE or the OCR.
- k. Any discrimination complaints filed with FDLE will be reviewed by FDLE's Inspector General and referred to the Office for Civil Rights, the Florida Commission on Human Relations, or the Equal Employment Opportunity Commission, based on the nature of the complaint.
- l. Americans with Disabilities Act

Subgrant recipients must comply with the requirements of the Americans with Disabilities Act (ADA), Public Law 101-336, which prohibits discrimination by public and private entities on the basis of disability and requires certain accommodations be made with regard to employment (Title I), state and local government services and transportation (Title II), public accommodations (Title III), and telecommunications (Title IV).

m. Rehabilitation Act of 1973 (28 C.F.R. Part 42, Subpart G)

If the subgrant recipient has 50 or more employees and receives DOJ funding of \$25,000 or more, the subgrant recipient must take the following actions:

- (1) Adopt grievance procedures that incorporate due process standards and provide for the prompt and equitable resolution of complaints alleging a violation of the DOJ regulations implementing Section 504 of the Rehabilitation Act of 1973, found at 28 C.F.R. Part 42, Subpart G, which prohibit discrimination on the basis of a disability in employment practices and the delivery of services.
- (2) Designate a person to coordinate compliance with the prohibitions against disability discrimination contained in 28 C.F.R. Part 42, Subpart G.
- (3) Notify participants, beneficiaries, employees, applicants, and others that the subgrantee/implementing agency does not discriminate on the basis of disability.

n. Limited English Proficiency (LEP)

In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with LEP. For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website at www.lep.gov. FDLE strongly encourages subgrant recipients to have a written LEP Language Access Plan.

o. Title IX of the Education Amendments of 1972 (28 C.F.R. Part 54)

If the subgrant recipient operates an education program or activity, the subgrant recipient must take the following actions:

- (1) Adopt grievance procedures that provide for the prompt and equitable resolution of complaints alleging a violation of the DOJ regulations implementing Title IX of the Education Amendments of 1972, found at 28 C.F.R. Part 54, which prohibit discrimination on the basis of sex.
- (2) Designate a person to coordinate compliance with the prohibitions against sex discrimination contained in 28 C.F.R. Part 54.
- (3) Notify applicants for admission and employment, employees, students, parents, and others that the subgrantee/implementing agency does not discriminate on the basis of sex in its educational programs or activities.

p. Equal Treatment for Faith Based Organizations

The subgrant recipient agrees to comply with the applicable requirements of 28 C.F.R. Part 38, the Department of Justice regulation governing "Equal Treatment for Faith Based Organizations" (the "Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of direct grants may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded

program, and participation in such activities by individuals receiving services from the grantee or a sub-grantee must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. The subgrantee also understands and agrees that award funds may not be used to discriminate against or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from the award, or the parent or legal guardian of such students. Notwithstanding any other special condition of this award, faith-based organizations may, in some circumstances, consider religion as a basis for employment. See www.ojp.gov/about/ocr/equal_fbo.htm.

34. Immigration and Nationality Act

No public funds will intentionally be awarded to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324a(e), Section 274A(e) of the Immigration and Nationality Act ("INA"). The Department shall consider the employment by any contractor of unauthorized aliens a violation of Section 274A(e) of the INA. Such violation by the subgrant recipient of the employment provisions contained in Section 274A(e) of the INA shall be grounds for unilateral cancellation of this contract by the Department.

35. National Environmental Policy Act (NEPA)

a. The subgrant recipient agrees to assist FDLE in complying with the NEPA, the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of subgrant funds by the subgrant recipient. This applies to the following new activities whether or not they are being specifically funded with these subgrant funds. That is, it applies as long as the activity is being conducted by the subgrant recipient or any third party and the activity needs to be undertaken in order to use these subgrant funds,

- (1) New construction;
- (2) Minor renovation or remodeling of a property either (a) listed on or eligible for listing on the National Register of Historic Places or (b) located within a 100-year flood plain;
- (3) A renovation, lease, or any other proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size; and
- (4) Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or educational environments.
- (5) Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

b. The subgrant recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by the Bureau of Justice Assistance. The subgrant recipient further understands and agrees to the requirements for implementation of a Mitigation Plan, as detailed by the Department of Justice at www.bja.gov/Funding/nepa.html, for programs relating to methamphetamine laboratory operations.

c. For any of a subgrant recipient's existing programs or activities that will be funded by these subgrants, the subgrant recipient, upon specific request from the Department and the U.S. Department of Justice, agrees to cooperate with the Department of Justice in any preparation by Department of Justice of a national or program environmental assessment of that funded

program or activity.

36. Mitigation of Health, Safety and Environmental risks dealing with Clandestine Methamphetamine Laboratories

If an award is made to support methamphetamine laboratory operations the subgrant recipient must comply with this condition, which provides for individual site environmental assessment/impact statements as required under the National Environmental Policy Act.

a. **General Requirement:** The subgrant recipient agrees to comply with federal, state, and local environmental, health and safety laws and regulations applicable to the investigation and closure of clandestine methamphetamine laboratories and the removal and disposal of the chemicals, equipment, and wastes used in or resulting from the operation of these laboratories.

b. **Specific Requirements:** The subgrant recipient understands and agrees that any program or initiative involving the identification, seizure, or closure of clandestine methamphetamine laboratories can result in adverse health, safety and environmental impacts to (1) the law enforcement and other governmental personnel involved; (2) any residents, occupants, users, and neighbors of the site of a seized clandestine laboratory; (3) the seized laboratory site's immediate and surrounding environment of the site(s) where any remaining chemicals, equipment, and waste from a seized laboratory's operations are placed or come to rest.

Therefore, the subgrant recipient further agrees that in order to avoid or mitigate the possible adverse health, safety and environmental impacts from any of clandestine methamphetamine operations funded under this award, it will (1) include the nine, below listed protective measures or components; (2) provide for their adequate funding to include funding, as necessary, beyond that provided by this award; and (3) implement these protective measures directly throughout the life of the subgrant. In so doing, the subgrant recipient understands that it may implement these protective measures directly through the use of its own resources and staff or may secure the qualified services of other agencies, contractor or other qualified third party.

- (1) Provide medical screening of personnel assigned or to be assigned by the subgrant recipient to the seizure or closure of clandestine methamphetamine laboratories;
- (2) Provide Occupational Safety and Health Administration (OSHA) required initial and refresher training for law enforcement officials and other personnel assigned by the subgrant recipient to either the seizure or closure of clandestine methamphetamine laboratories;
- (3) As determined by their specific duties, equip personnel assigned to the project with OSHA required protective wear and other required safety equipment;
- (4) Assign properly trained personnel to prepare a comprehensive contamination report on each closed laboratory;
- (5) Employ qualified disposal contractors to remove all chemicals and associated glassware, equipment, and contaminated materials and wastes from the site(s) of each seized clandestine laboratory;
- (6) Dispose of the chemicals, equipment, and contaminated materials and wastes removed from the sites of seized laboratories at properly licensed disposal facilities or, when allowable, properly licensed recycling facilities;
- (7) Monitor the transport, disposal, and recycling components of subparagraphs 5 and 6 immediately above in order to ensure proper compliance;
- (8) Have in place and implement an inter-agency agreement or other form of commitment with a responsible State environmental agency that provides for that agency's (i) timely

evaluation of the environmental conditions at and around the site of a closed clandestine laboratory and (ii) coordination with the responsible party, property owner, or others to ensure that any residual contamination is remediated, if necessary, and in accordance with existing federal and state requirements; and

- (9) Have in place and implement a written agreement with the responsible state or local service agencies to properly respond to any minor, as defined by state law, at the site. This agreement must ensure immediate response by qualified personnel who can (i) respond to the potential health needs of any minor at the site; (ii) take that minor into protective custody unless the minor is criminally involved in the meth lab activities or is subject to arrest for other criminal violations; (iii) ensure immediate medical testing for methamphetamine toxicity; and (iv) arrange for any follow-up medical tests, examinations, or health care made necessary as a result of methamphetamine toxicity.

37. Non-Procurement, Debarment and Suspension

The subgrant recipient agrees to comply with Executive Order 12549, Debarment and Suspension and 2 CFR 180, "OMB Guidelines To Agencies On Governmentwide Debarment And Suspension (Nonprocurement)" These procedures require the subgrant recipient to certify it shall not enter into any lower tiered covered transaction with a person who is debarred, suspended, declared ineligible or is voluntarily excluded from participating in this covered transaction, unless authorized by the Department. If the subgrant is \$100,000 or more, the subgrant recipient and implementing agency certify that they and their principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency;
- b. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- d. Have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

38. Federal Restrictions on Lobbying

- a. Each subgrant recipient agrees to comply with 28 CFR Part 69, "New Restrictions on Lobbying" and shall file the most current edition of the Certification And Disclosure Form, if applicable, with each submission that initiates consideration of such subgrant recipient for award of federal contract, grant, or cooperative agreement of \$100,000 or more.
- b. This certification is a material representation of fact upon which reliance was placed when this agreement was made. Submission of this certification is a prerequisite to entering into this agreement subject to conditions and penalties imposed by 31 USC 1352. Any person who fails to file the required certification is subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure to file.
- c. As required by 31 USC 1352, and implemented at 28 CFR 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR 69, the applicant certifies that:

- (1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement;
- (2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subgrant recipients shall certify and disclose accordingly.

39. State Restrictions on Lobbying

In addition to the provisions contained in Item 36, above, the expenditure of funds for the purpose of lobbying the legislature or a state agency is prohibited under this contract.

40. Additional Restrictions on Lobbying

The subgrant recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of the Office of Justice Programs.

41. "Pay – to – Stay"

Funds from this award may not be used to operate a "pay-to-stay" program in any local jail. Furthermore, no funds may be given to local jails that operate "pay-to-stay" programs. "Local jail," as referenced in this condition, means an adult facility or detention center owned and/or operated by city, county, or municipality. It does not include juvenile detention centers. "Pay-to-stay" programs as referenced in this condition, means a program by which extraordinary services, amenities and/or accommodations, not otherwise available to the general inmate population, may be provided, based upon an offender's apparent ability to pay, such that disparate conditions of confinement are created for the same or similar offenders within a jurisdiction.

42. The Coastal Barrier Resources Act

The subgrant recipient will comply and assure the compliance of all contractors with the provisions of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et seq.) which prohibits the expenditure of most new federal funds within the units of the Coastal Barrier Resources System.

43. Enhancement of Security

If funds are used for enhancing security, the subgrant recipient agrees to:

- a. Have an adequate process to assess the impact of any enhancement of a school security measure that is undertaken on the incidence of crime in the geographic area where the enhancement is undertaken.
- b. Conduct such an assessment with respect to each such enhancement; and, submit to the Department the aforementioned assessment in its Final Program Report.

44. Environmental Protection Agency's (EPA) list of Violating Facilities

The subgrant recipient assures that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the Program Purpose are not listed on the EPA's list of Violating Facilities and that it will notify the Department of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.

45. Flood Disaster Protection Act

The subgrant recipient will comply with Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, requiring that the purchase of flood insurance in communities where such insurance is available as a condition of the receipt of any federal financial assistance for construction or acquisition purposes for use in any area that has been identified as an area having special flood hazards.

46. National Historic Preservation Act

It will assist the Department (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).

47. Human Research Subjects

Subgrant recipient agrees to comply with the requirements of 28 C.F.R. part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

48. Global Standards Package

In order to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, OJP requires the grantee to comply with DOJ's Global Justice Information Sharing Initiative (DOJ's Global) guidelines and recommendations for this particular grant. Grantee shall conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: www.it.ojp.gov/gsp_grantcondition. Grantee shall document planned approaches to information sharing and describe compliance to the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

49. Reporting, Data Collection and Evaluation

The subgrant recipient agrees to comply with all reporting, data collection and evaluation requirements, as prescribed by the Bureau of Justice Assistance in the program guidance for the Justice Assistance Grant (JAG). Compliance with these requirements will be monitored by FDLE.

50. Privacy Certification

The subgrant recipient agrees to comply with all confidentiality requirements of 42 U.S.C. section 3789g and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. Subgrant recipient further agrees, as a condition of grant approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, section 22.23.

51. State Information Technology Point of Contact

The subgrant recipient agrees to ensure that the State Information Technology Point of Contact receives written notification regarding any information technology project funded by this grant during the obligation and expenditures period. This is to facilitate communication among local and state governmental entities regarding various information technology projects being conducted with these grant funds. In addition, the subgrant recipient agrees to maintain an

administrative file documenting the meeting of this requirement. For a list of State Information Technology Points of Contact, go to www.it.ojp.gov/default.aspx?area=policyAndPractice&page=1046.

52. Interstate Connectivity

To avoid duplicating existing networks or IT systems in any initiatives funded by the Bureau of Justice Assistance for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the subgrant recipient can demonstrate to the satisfaction of the Bureau of Justice Assistance that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.

53. Supplanting

The subgrant recipient agrees that funds received under this award will not be used to supplant state or local funds, but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for law enforcement activities.

54. Conflict of Interest

The subgrant recipient and implementing agency will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.

55. Uniform Relocation Assistance and Real Property Acquisitions Act

The subgrant recipient will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs.

56. Limitations on Government Employees Financed by Federal Assistance

The subgrant recipient will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

57. Certification for Employees Working Solely on a Single Federal Award

For any position that works 100% of its time on a single federal award, the employee must certify that 100% of his or her time was spent working on that federal award. This requirement applies to both full time and part time positions regardless of the percentage of the position's salary that is charged to the grant. The certification must be signed by both the employee and the employee's direct supervisor having firsthand knowledge of the work performed by the employee. The forms must be submitted semi-annually and may not be signed prior to the end of the reporting period. Certifications must be provided to cover the entire grant period.

58. Timesheets

Timesheets must be kept for all project staff whose hours will be charged to the project. The timesheets must be signed by the supervisor and clearly indicate hours spent on project activities.

59. Additional Documentation of Personnel for Department of Financial Services

In accordance with Section 215.971, Florida Statutes, the Florida Department of Financial Services may require documentation validation that personnel services were performed on project-related activities in accordance with the contract agreement.

60. Reporting Potential Fraud, Waste, Abuse, and Similar Misconduct

The subgrant recipient must promptly refer to the Florida Department of Law Enforcement, Office of Criminal Justice Grants any credible evidence that a principal, employee, agent, contractor, subcontractor, or other person has either 1) submitted a false claim for grant funds under the

False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds

61. Task Force Training Requirement

The subgrant recipient agrees that within 120 days of award, each member of a law enforcement task force funded with these funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, will complete required online (internet-based) task force training. The training is provided free of charge online through BJA's Center for Task Force Integrity and Leadership (www.ctfli.org). All current and new task force members are required to complete this training once during the life of the award, or once every four years if multiple awards include this requirement. This training addresses task force effectiveness as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. When FDLE award funds to support a task force, the subgrant recipient must compile and maintain a task force personnel roster along with course completion certificates. Additional information is available regarding this required training and access methods via BJA's web site and the Center for Task Force Integrity and Leadership (www.ctfli.org).

62. Funds to Association of Community Organizations for Reform Now (ACORN) Unallowable

Subgrant recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of OJP.

63. High Risk Subgrant Recipients

The subgrant recipient agrees to comply with any additional requirements that may be imposed during the grant performance period if the U.S. Department of Justice determines that the subgrant recipient is a high-risk grantee. Cf. 28 C.F.R. parts 66, 70.

64. Text Messaging While Driving

Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the subgrant recipient is encouraged to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this subgrant and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.

65. System for Award Management (SAM)

The subgrant recipient must maintain current information in SAM until it submits the final financial report required under this award or receives the final payment, whichever is later. This requires that the subgrant recipient review and update the information at least annually after the initial registration, and more frequently if required by changes in its information or another award term.

66. Maximum Allowable Salary

No portion of these federal grant funds shall be used towards any part of the annual cash compensation of any employee of the subgrant recipient whose total annual cash compensation exceeds 110% of the maximum salary payable to a member of the Federal government's Senior Executive Service at an agency with a Certified SES Performance Appraisal System for that year. (The salary table for SES employees is available at <http://www.opm.gov/oca/payrates/index.asp>. A subgrant recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

67. DNA Testing of Evidentiary Materials and Upload of DNA Profiles to a Database

If JAG program funds will be used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS), by a government DNA lab with access to CODIS. No profiles generated with JAG funding may be entered into any other non-governmental DNA database without prior express written approval from BJA. For more information, refer to the NIJ FY 2012 DNA Backlog Reduction Program, available at ncjrs.gov/pdffiles1/nij/sl000989.pdf.

68. Interoperable Communications Guidance

Subgrant recipients that are using funds to support emergency communications activities must comply with the current SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications. Emergency communications activities include the purchase of Interoperable Communications Equipment and technologies such as voice-over-internet protocol bridging or gateway devices, or equipment to support the build out of wireless broadband networks in the 700 MHz public safety band under the Federal Communications Commission (FCC) Waiver Order. SAFECOM guidance can be found at www.safecomprogram.gov/library/lists/library/DispForm.aspx?ID=334.

Subgrant recipients Grantees interested in developing a public safety broadband network in the 700 MHz band in their jurisdictions must adhere to the technical standards set forth in the FCC Waiver Order, or any succeeding FCC orders, rules, or regulations pertaining to broadband operations in the 700 MHz public safety band. The subgrant recipient shall also ensure projects support the Statewide Communication Interoperability Plan (SCIP) and are fully coordinated with the full-time Statewide Interoperability Coordinator (SWIC). If any future regulatory requirement (from the FCC or other governmental entity) results in a material technical or financial change in the project, the recipient should submit associated documentation, and other material, as applicable, for review by the SWIC to ensure coordination. Subgrant recipients must provide a listing of all communications equipment purchased with grant award funding (plus the quantity purchased of each item) to FDLE once items are procured during any periodic programmatic progress reports.

69. Ballistic-Resistant and Stab Resistant Body Armor

Subgrant recipients that wish to purchase armor with JAG funds **must certify** that law enforcement agencies receiving vests have a written "mandatory wear" policy in effect. This policy must be in place for at least all uniformed officers before funding can be used by the agency for vests. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty. FAQs related to the mandatory wear policy and certifications can be found at www.bja.gov/Funding/JAGFAQ.pdf.

JAG funds may be used to purchase armor for an agency, but may not be used as the 50% match for purposes of the Bulletproof Vest Partnership (BVP) program.

Body armor purchased with JAG funds may be purchased at any threat level, make, or model from any distributor or manufacturer, as long as the vests have been tested and found to comply with applicable National Institute of Justice ballistic or stab standards and are listed on the NIJ Compliant Body Armor Model List (<http://nij.gov>). In addition, body armor purchased must be American-made. The latest NIJ standard information can be found at: www.nij.gov/topics/technology/body-armor/safety-initiative.htm.

70. BJA or FDLE Sponsored Events

The subgrant recipient agrees to participate in BJA- or FDLE-sponsored training events, technical assistance events, or conference held by FDLE or BJA or their designees, upon FDLE's or BJA's request.

71. Expenses Related to Conferences, Meetings, Trainings, and Other Events

The subgrant recipient agrees to comply with all applicable laws, regulations, policies, and guidance (including specific cost limits, prior approval and reporting requirements, where

applicable) governing the use of federal funds for expenses related to conferences, meetings, trainings, and other events, including the provision of food and/or beverages at such events, and costs of attendance at such events. Information on pertinent laws, regulations, policies, and guidance is available at www.ojp.gov/funding/confcost.htm.

72. Environmental Requirements and Energy

For subgrants in excess of \$100,000, the subgrant recipient must comply with all applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 1857(h)), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulations (40 CFR part 15).

The subgrant recipient must comply with Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871), if any.

73. Other Federal Funds

The subgrantee agrees that if it currently has an open award of federal funds or if it receives an award of federal funds other than this award, and those awards have been, are being, or are to be used, in whole or in part, for one or more of the identical cost items for which funds are being provided under this award, the subgrantee will promptly notify, in writing the grant manager for this award, and, if so requested by OCJG seek a budget modification or change of project scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.

74. Monitoring

The recipient agrees to comply with FDLE's grant monitoring guidelines, protocols, and procedures, and to cooperate with FDLE on all grant monitoring requests, including requests related to desk reviews, enhanced programmatic desk reviews, and /or site visits. The recipient agrees to provide FDLE all documentation necessary to complete monitoring of the award. Further, the recipient agrees to abide by reasonable deadlines set by FDLE for providing requested documents. Failure to cooperate with FDLE grant monitoring activities may result in sanctions affecting the recipient's award, including, but not limited to: withholding and/or other restrictions on the recipient's access to funds referral to the Office of the Inspector General for audit review, designation of the recipient as a FDLE High Risk grantee, or termination of an award(s).

75. Unmanned Aerial Vehicles

The recipient agrees that awarded funds may not be expended on unmanned aircraft, unmanned aircraft systems, or aerial vehicles (US, UAS, or UAV) unless the BJA Director certifies that extraordinary and exigent circumstances exist, making them essential to the maintenance of public safety and good order. Additionally, any funding approved for this purpose would be subject to additional reporting, which would be stipulated by FDLE post award.

RESOLUTION R-13-136

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY FLORIDA, RESCINDING RESOLUTION R-13-113 AND AUTHORIZING THE SUBMISSION AND ACCEPTANCE OF AN EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) FROM THE FLORIDA DEPARTMENT OF LAW ENFORCEMENT (FDLE); AUTHORIZING THE CHAIRMAN, THE COUNTY ADMINISTRATOR OR THE DEPUTY COUNTY ADMINISTRATOR TO EXECUTE ALL NECESSARY DOCUMENTS RELATED TO GRANT SUBMISSION AND ACCEPTANCE; AND AUTHORIZING THE COMMUNITY SERVICES DEPARTMENT DIRECTOR OR DESIGNEE TO EXECUTE ALL APPROPRIATE DOCUMENTS REQUIRED IN CONNECTION WITH GRANT ADMINISTRATIVE FUNCTIONS.

WHEREAS, Manatee County has determined that submission and acceptance of an Edward Byrne Memorial Justice Assistance Grant from the Florida Department of Law Enforcement is in the best interests of the health and welfare of the citizens of Manatee County.

NOW THEREFORE, BE IT RESOLVED, by the Board of County Commissioners of Manatee County, Florida, that:

1. Resolution R-13-113 is hereby rescinded.
2. The submission and acceptance of Edward Byrne Memorial Justice Assistance Grant from the Florida Department of Law Enforcement in the amount of \$108,777 is hereby authorized.
3. The Chairman, or in his absence, the Vice Chairman of the Board of County Commissioners, or the County Administrator or the Deputy County Administrator are authorized to execute all necessary documents with regards to submission and acceptance of this grant.
4. The Community Services Department Director or her designee, is authorized to execute all appropriate documents which may be required in connection with the administrative functions of the Justice Assistance Grant.

RECEIVED
AUG 5 2013
OFFICE OF
CRIMINAL JUSTICE GRANTS



BOARD OF COUNTY COMMISSIONERS
OF MANATEE COUNTY, FLORIDA

BY: Larry Bustle
Larry Bustle 7/30/13
CHAIRMAN

ATTEST
R. B. "CHIPS" SHORE
CLERK OF THE CIRCUIT COURT
BY: Uebbi Tassner
DEPUTY CLERK

RESOLUTION NO. R-09-161

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY, FLORIDA, THE MANATEE COUNTY CIVIC CENTER AUTHORITY, AND THE MANATEE COUNTY COMMUNITY REDEVELOPMENT AGENCY PROVIDING FOR LIMITED AND TEMPORARY DELEGATION OF AUTHORITY DURING EXTENDED PERIODS BETWEEN BOARD, AUTHORITY, AND AGENCY MEETINGS; PROVIDING PURPOSE; PROVIDING FOR DELEGATION TO COUNTY ADMINISTRATOR; PROVIDING FOR DELEGATION TO COUNTY ATTORNEY; PROVIDING FOR AUTHORIZATION TO CLERK; PROVIDING FOR LIMITATIONS; PROVIDING FOR RECORDS; PROVIDING FOR INTERPRETATIONS; PROVIDING FOR PERIOD OF DELEGATION; REPEALING, RESCINDING, AND SUPERSEDING RESOLUTION R-07-125; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Manatee County Board of County Commissioners (hereinafter the "Board"), the Manatee County Civic Center Authority (hereinafter the "Authority"), and the Manatee County Community Redevelopment Agency (hereinafter the "Agency") have extended periods consisting of fourteen (14) calendar days or more without scheduled meetings; and

WHEREAS, the Board, the Authority, and the Agency recognize that matters requiring approval and authorization by the Board, the Authority, or the Agency may arise during extended periods without scheduled meetings and, to the extent possible, wish to maintain continuity in the routine business of Manatee County (hereinafter the "County"), the Authority, and the Agency, and wish to maintain and avoid delay in the furnishing of programs and services as a result of the extended periods without scheduled meetings.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MANATEE COUNTY, FLORIDA, THE MANATEE COUNTY CIVIC CENTER AUTHORITY, AND THE MANATEE COUNTY COMMUNITY REDEVELOPMENT AGENCY:

Section 1. Purpose. Except as specifically limited in this Resolution, the delegation of authority provided herein shall apply to any approval or authorization and the execution of contracts and other documents as may be reasonable and necessary during periods of fourteen (14) calendar days or more when there is no Board meeting scheduled to accomplish only the following purposes:

- a. Avoid delays in furnishing services or implementing or continuing approved programs;
- b. Avoid additional costs or expenses or the likelihood of additional costs or expenses, including but not limited to the use of personnel and resources of the County, the

Authority, or the Agency as well as the cost of goods and services;

- c. Provide for the prompt return of refunds and release or satisfaction of liens, claims or judgments by the County, and the fair and reasonable treatment of citizens and organizations doing business with the County, the Authority, and the Agency; and
- d. Protect the legal and financial interests of, and preserve the legal rights of, the County, the Authority, and the Agency.

Section 2. Delegation to County Administrator. To accomplish those purposes set out in Section 1, the Board, the Authority, and the Agency hereby delegate to the County Administrator, or in his absence a Deputy County Administrator, authority to:

- a. Approve, authorize and sign contracts, work assignments, purchase orders, change orders, and all documents and papers related thereto that are beyond dollar limits normally applicable to the County Administrator as provided by policies of the Board, the Authority, or the Agency but are otherwise purchased in accordance with applicable laws, ordinances and policies.
- b. Approve refunds owed by the County, the Authority, or the Agency to third parties at the request of a department director upon presentation of documentation of the amount due and owing.
- c. Approve the release or satisfaction of any lien, claim or judgment on forms approved by the County Attorney, at the request of a department director upon presentation of documentation that the lien, claim or judgment has been satisfied.
- d. Schedule and publish notice of public hearings upon a determination by the County Administrator or the County Attorney that it appears to be in the best interest of the County to proceed without delay.
- e. Approve any budget amendments required in support of the authorizations provided in Sections 2 and 3, and any prior authorizations of the Board, the Authority, or the Agency, but not any budget amendments that must be approved by ordinance or resolution of the Board pursuant to Section 129.06, Florida Statutes, or other applicable law.
- f. Approve, authorize and sign documents and forms reasonably required to implement or continue any program, plan or activity previously authorized by the Board, the Authority, or the Agency.

Section 3. Delegation to County Attorney. To accomplish those purposes set out in Section 1, the Board, the Authority, and the Agency hereby delegate to the County Attorney, or in his

absence the Chief Deputy County Attorney, authority to:

- a. Initiate litigation, adversarial administrative proceedings, or appellate proceedings, including extraordinary writ proceedings, where, in the opinion of the County Attorney or Chief Deputy County Attorney, it is necessary to do so in order to preserve the status quo or the legal rights or protect the interests of the County, the Authority, or the Agency.
- b. Retain special or outside counsel where, in the opinion of the County Attorney or Chief Deputy County Attorney, it is necessary to do so in order to preserve the status quo or the legal rights or protect the interests of the County, the Authority, or the Agency.
- c. Retain expert witnesses or consultants where, in the opinion of the County Attorney or Chief Deputy County Attorney, it is necessary to do so in order to preserve the status quo or the legal rights or protect the interests of the County, the Authority, or the Agency.
- d. Agree to continuances or extensions of time in ongoing litigation, adversarial administrative proceedings, or appellate proceedings where, in the opinion of the County Attorney or Chief Deputy County Attorney, it is necessary to do so in order to preserve the status quo or the legal rights or protect the interests of the County, the Authority, or the Agency.

Section 4. Authorization to Clerk. To accomplish the purposes set out in Section 1, the Clerk of the Circuit Court, or his duly authorized deputy, as Clerk to the Board, the Authority, and the Agency, and as custodian of funds and comptroller, is requested and authorized, upon approval by the County Administrator or the County Attorney, to:

- a. Take any action reasonably and necessarily required pursuant to the authority delegated under Sections 2 and 3.
- b. Proceed with all matters of a routine nature usually submitted to the Board, the Authority, or the Agency on the Clerk's consent agenda, including but not limited to making of all payments lawfully due and owing by check, voucher, warrant, cash or wire transfer, or other appropriate means, release of cash deposits, and payment of any revenue refunds in excess of the \$500.00 department director approval limit.
- c. Release to the County Administrator or his designee surety bonds, letters of credit, certificates of deposit, and other security instruments for collection by the County prior to their expiration, if a determination of default has previously been made by the Board or if the County Administrator makes such a determination in the absence of the Board.

- d. Substitute letters of credit to extend their duration.

Section 5. Limitations. This Resolution shall not apply to:

- a. Zoning or land use approvals.
- b. Any legislative matter or other action that must be considered at an advertised public hearing.
- c. Any new contracts retaining architects, engineers, landscape architects, surveyors, or other professional consultants. However, this limitation does not include any work assignment, time extension, or matters related to established contracts, or experts retained pursuant to subsection 3.c. above.
- d. Any lease or contract providing for the sale, acquisition or exchange of any interest in real property, except documents necessary for closing contracts signed by the Board, the Authority, or the Agency, and except that any acquisition of property for utility easement or right-of-way as a part of or in avoidance of or settlement of eminent domain proceedings for an amount not to exceed the highest appraised value assigned by a duly certified appraiser may be authorized and executed by the County Administrator or his designee at the request of the County Attorney or Chief Deputy County Attorney.
- e. Any instrument associated with any financing plan.
- f. Any new program or activity not previously authorized by the Board, the Authority, or the Agency.
- g. Any contract for the initiation of any new construction of public facilities excluding expansion of existing public works projects pursuant to an invitation for bids.
- h. Any matter involving the expenditure of funds in excess of funds that may lawfully be budgeted for such purpose.

Section 6. Records. A record of all actions taken under this Resolution shall be maintained and made a part of the record of the Board, the Authority, or the Agency via placement on the first consent agenda after the extended recess.

Section 7. Interpretations. This Resolution is not intended to apply to or limit any authority previously delegated by the Board. This Resolution is intended to be broadly interpreted to accomplish the purposes set out in Section 1.

Section 8. Period of Delegation. The delegation of authority under this Resolution shall only extend to actions that need to be taken during periods of fourteen (14) calendar days or more when there is no Board meeting scheduled.

Section 9. Resolution R-07-125 Repealed, Rescinded, and Superseded. Resolution R-07-125 is hereby repealed, rescinded, superseded, and replaced by this Resolution.

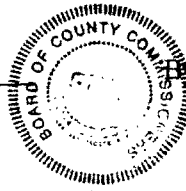
Section 10. Effective Date. This Resolution shall take effect immediately upon adoption.

ADOPTED with a quorum present and voting this 23rd day of June, 2009.

ATTEST: R. B. SHORE
Clerk of the Circuit Court

BOARD OF COUNTY COMMISSIONERS
OF MANATEE COUNTY, FLORIDA

By: Susan Bonine
Deputy Clerk

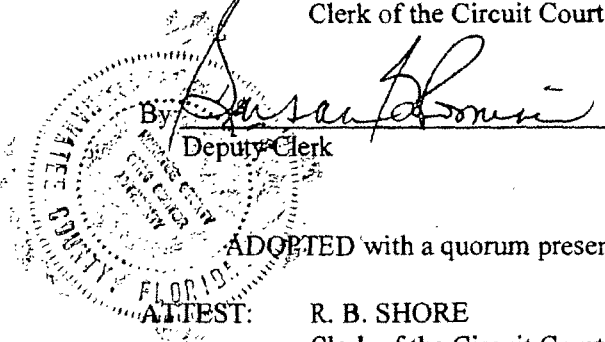


By: John R. Chappie
Chairman

ADOPTED with a quorum present and voting this 23rd day of June, 2009.

ATTEST: R. B. SHORE
Clerk of the Circuit Court

MANATEE COUNTY
CIVIC CENTER AUTHORITY



By: Susan Bonine
Deputy Clerk

By: John R. Chappie
Vice Chairman (Vice)

ADOPTED with a quorum present and voting this 23rd day of June, 2009.

ATTEST: R. B. SHORE
Clerk of the Circuit Court

MANATEE COUNTY
COMMUNITY REDEVELOPMENT
AGENCY

By: Susan Bonine
Deputy Clerk



By: John R. Chappie
Chairman (Vice)

CERTIFICATION FORM

Compliance with the Equal Employment Opportunity Plan (EEO) Requirements

Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three.

Recipient's Name: Manatee County	DUNS Number: 077594810	
Address: 1112 Manatee Ave. West, Bradenton, FL 34205-7804		
Grant Title: Edward Byrne Memorial JAG	Grant Number: 2014JAGC2282	Award Amount: \$108,777.00
Name and Title of Contact Person: Lynette Miralla		
Telephone Number: 941-749-3030	E-Mail Address: lynette.miralla@mymanatee.org	

Section A—Declaration Claiming Complete Exemption from the EEO Requirement

Please check all the following boxes that apply:

- Recipient has less than fifty employees. Recipient is an Indian tribe. Recipient is a medical institution.
 Recipient is a nonprofit organization. Recipient is an educational institution. Recipient is receiving an award less than \$25,000.

I, _____ [responsible official],
certify that _____ [recipient] is
not required to prepare an EEO for the reason(s) checked above, pursuant to 28 C.F.R. § 42.302.
I further certify that _____ [recipient]
will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of
services.

Print or Type Name and Title

Signature

Date

Section B—Declaration Claiming Exemption from the EEO Submission Requirement and Certifying That an EEO Is on File for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEO to the OCR for review as long as it certifies the following (42 C.F.R. § 42.305):

I, Dale Garcia, HR Director [responsible official],
certify that Manatee County [recipient],
which has fifty or more employees and is receiving a single award or subaward for \$25,000 or more, but less than
\$500,000, has formulated an EEO in accordance with 28 CFR pt. 42, subpt. E. I further certify that within the last
twenty-four months, the proper authority has formulated and signed into effect the EEO and, as required by applicable
federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for
Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEO is on file at the following office:
Manatee County Human Resources [organization],
1112 Manatee Ave. West, Bradenton, FL 34205 [address].

Dale Garcia, Human Resources Director

Signature

Date

Section C—Declaration Stating that an EEO Utilization Report Has Been Submitted to the Office for Civil Rights for Review

If a recipient agency has fifty or more employees and is receiving a single award or subaward of \$500,000 or more, then the recipient agency must send an EEO Utilization Report to the OCR for review.

I, _____ [responsible official],
certify that _____ [recipient],
which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEO in
accordance with 28 CFR pt. 42, subpt. E, and sent it for review on _____ [date] to the
Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

Print or Type Name and Title

Signature

Date

Application for Funding Assistance

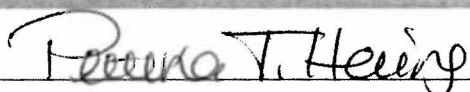
Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 6: Signatures

In witness whereof, the parties affirm they each have read and agree to the conditions set forth in this agreement, have read and understand the agreement in its entirety and have executed this agreement by their duly authorized officers on the date, month and year set out below.

**Corrections on this page, including Strikeovers,
whiteout, etc. are not acceptable.**

**State of Florida
Department of Law Enforcement
Office of Criminal Justice Grants**

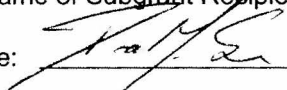
Signature: 

Typed Name and Title: _____

Date: 10/11/2013

**Subgrant Recipient
Authorizing Official of Governmental Unit
(Commission Chairman, Mayor, or Designated Representative)**

Typed Name of Subgrant Recipient: Manatee County Board of Commissioners

Signature: 

Typed Name and Title: Dan Schlandt, Deputy County Administrator

Date: 7-23-13

**Implementing Agency
Official, Administrator or Designated Representative**

Typed Name of Implementing Agency: Manatee County Board of Commissioners

Signature: 

Typed Name and Title: Dan Schlandt, Deputy County Administrator

Date: 7-23-13