

Meeting Date: December 16, 2008 ☒ Consent ☐ Regular
 ☐ Ordinance ☐ Public Hearing

Submitted For: Palm Beach County Sheriff's Office

Summary: Florida Statute 932.7055 requires that no less than 15% of the LETF's previous year's revenues be used for the support or operation of drug treatment, drug abuse education, drug prevention, crime prevention, safe neighborhood and school resource officer programs of various non-profit organizations. The PBSO's FY 2009 estimated donation requirement will not be finalized until year-end close-out. The funds are requested to aid qualified organizations that meet the requirements set forth in F.S. 932.7055. The PBSO's support of these programs exemplifies its strong commitment to the prevention and reduction of crime throughout the communities it serves and its desire to put money back into these communities to support organizations that provide such services. The current State LETF balance is \$1,117,980. Approval of this request will reduce the State Law Enforcement Trust Fund balance to \$1,105,980. The PBSO certifies that the use of these funds is in accordance with F.S. 932.7055. Below is a table indicating the organizations the PBSO seeks to fund and the corresponding amount of funding proposed per respective agency. No new positions are needed and no additional County funds are required. Countywide (DW)

ORGANIZATION	AMOUNT
Partnership For A Drug-Free Community of South Florida, Inc.	\$12,000
Total Amount of Donations	\$12,000

Background and Justification: The Palm Beach County Sheriff's Office has a long-standing commitment to the reduction of crime and implementation of crime and drug prevention programs within Palm Beach County. Use of LETF requires approval by the Board in accordance with F.S. 932.7055, upon request of the Sheriff. This Statute requires that no less than 15 % of the last fiscal year's revenues be donated or expended for the support or operation of drug treatment, drug abuse education, drug prevention, crime prevention, safe neighborhood or school resource officer programs. The PBSO certifies that the use of these funds is in accordance with F.S. 932.7055.

1. Budget Transfer
2. LETF Donation Application

DEPARTMENT DIRECTOR

11/20/58
DATE

ASSISTANT COUNTY ADMINISTRATOR

12/9/08
DATE

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2009	2010	2011	2012	2013
Capital Expenditures					
Operating Costs	\$12,000				
External Revenues	(\$12,000)				
Program Income					
(County)					
In-Kind Match (County)	0				
Net Fiscal Impact	0				
# Additional FTE					
Positions	0				
(Cumulative)					

Is Item Included in Current Budget: YES _____ NO X _____

Budget Account No.: Fund _____ Agency _____ Org _____ Object _____

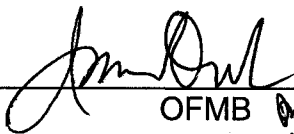
Reporting
Category _____


B. Recommended Sources of Funds / Summary of Fiscal Impact:

The funds are being requested from the State Law Enforcement Trust Fund. No additional County Funds are required.


III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:


OFMB 12-5-08
12/4/08 CN 12/10/08


Contract Administration 12/5/08

B. Legal Sufficiency:


Assistant County Attorney 12/9/08

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET TRANSFER

Page 1 of 1 pages

FUND 1151 LAW ENFORCEMENT TRUST FUND

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED	REMAINING BALANCE
<u>Expenditures</u>								
<u>Transfers</u>								
160-1690-9498	Trfr to Sheriff Fund	0	126,000	12,000	\$0	\$138,000		
<u>Reserves - New Projects</u>								
160-9900-9908	Reserves - New Projects	1,276,415	1,150,415	0	12,000	1,138,415		
TOTAL FUND				\$12,000	\$12,000			

Palm Beach County Sheriff's Office

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

Signatures

Date

By Board of County Commissioners
At Meeting of December 16, 2008


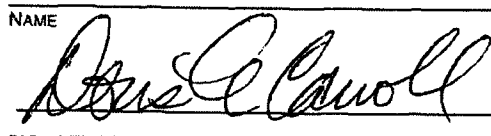
Deputy Clerk to the
Board of County Commissioners



**PALM BEACH COUNTY SHERIFF'S OFFICE
LAW ENFORCEMENT TRUST FUND DONATION**

Attachment A

APPLICATION

1. **Legal name of Organization:** Partnership for a Drug-Free Community of South FL, Inc.
- Palm Beach County Substance Abuse Coalition
NAME
2. **Address:** P. O. Box 30427
STREET ADDRESS
- Palm Beach Gardens, FL 33410
CITY, STATE, ZIP
3. **Executive Director:** Doris Carroll
NAME
- 
SIGNATURE
- (561) 627-6603 DCarroll@PBCSAC.org
TELEPHONE NUMBER E-MAIL ADDRESS
- Tax ID #:** 65-11-00146
4. **Fiscal Agent:** Partnership for a Drug-Free Community of South FL, Inc.
NAME
- 
SIGNATURE
- (561) 627-6603 DCarroll@PBCSAC.org
TELEPHONE NUMBER E-MAIL ADDRESS
5. **Date:** August 12, 2008
DATE

**PALM BEACH COUNTY SHERIFF'S OFFICE
LAW ENFORCEMENT TRUST FUND DONATION**

Attachment A



Organization Name: Partnership for a Drug-Free Community of South FL, Inc. fiscal agent
for Palm Beach County Substance Abuse Coalition

LETf Funding Request (MUST match total on Financial Application): \$12,000.00

1. What service will your organization provide through the use of Law Enforcement Trust Funds?

School Resource Officers
Drug Treatment Program
Crime Prevention
☒ Safe Neighborhood
Drug Abuse Education
Drug Prevention Programs

2. **Organization Purpose:** Mission statement: To strengthen children, youth, families and
neighborhoods in their resolve to live in a drug-free community.

3. Provide a brief summary of program's activities/services to be funded: The mission is accomplished by coordinating efforts of county residents to form substance abuse strategic prevention plans, implement these plans and evaluating the strategies implemented. In this office space the Palm Beach County Substance Abuse Coalition will train county partners to engage in anti-drug strategies, hold task force meetings for the Underage Drinking Task Force, Epidemiology Work Group, Prevention Partners, SA/ HIV Task Force, Prescription Drug Abuse Task Force, Management Team, Substance Abuse Youth Coalition members, and the board of directors. These teams of people will deliver strategic plans to change the demand for drugs in our county therefore lessening crime and assisting in gaining safer neighborhoods. Best practices for drug abuse education and prevention programs will be used and taught to community partners based on research of our community. Efforts to limit access to alcohol and other drugs will unite law enforcement and community members.

4. What results are you committed to achieving? Involving parents, youth, children, concerned citizens, law enforcement, business, school districts, communities of faith, substance abuse prevention and treatment agencies, and concerned citizens to curtail underage drinking, smoking, prescription drug abuse, marijuana use, as well as other drugs

**PALM BEACH COUNTY SHERIFF'S OFFICE
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Attachment A



and the crimes associated with the demand for these illegal drugs. We will hold more than
100 community meetings in this building to facilitate the above mentioned process.

FINANCIAL APPLICATION

Period Covered (one year) From: September/ 1 / 2008 To: August/ 31 / 2009

No.	Expense	Program Total	LETF Request	LETF %
1	Salaries	\$162,546.00	\$0.00	0%
2	Employee benefits	\$21,575.00	\$0.00	0%
3	Professional fees	\$19,006.00	\$0.00	0%
4	Occupancy Utilities	\$14,000.00	\$7,200.00	51%
5	Telephone	\$4,800.00	\$4,800.00	100%
6	Postage/ Shipping	\$371.00	\$0.00	0%
7	Printing and Publications	\$1,719.00	\$0.00	0%
8	Supplies	\$13,441.00	\$0.00	0%
9	Travel	\$10,898.00	\$0.00	0%
10	Meetings	\$38,350.00	\$0.00	0%
11	Miscellaneous Expense	\$8,186.00	\$0.00	100%
Total Expenses		\$295,192.00	\$12,000.00	4%

**PALM BEACH COUNTY SHERIFF'S OFFICE
LAW ENFORCEMENT TRUST FUND DONATION**

Attachment A



Budget Narrative

Provide detailed description for each expense listed on the Financial Application. You may attach additional sheets if necessary.

Salaries (list employees and individual compensation): All salaries are covered by other funding at this time.

Professional Fees (list vendor and type of service provided): All professional fees are covered by other funding at this time.

Occupancy/Utilities (list utilities): Water bills are estimated at \$400.00 per month, the previous occupant paid \$500.00 per month and we estimate our use to be 20% less, as we have less staff who will be using the water system, LETF request is for a 12 month annual cost projected to be \$4,800.00. Electric again is estimated by the past occupants at \$800.00 per month. We project less usage. The LETF request is for \$3000, for a shared 12 month annual cost projected to be \$7,200.00.

Telephone (provide telephone numbers): 2 Phone lines will be needed, as well as a fax line. 561-844-5952, 561-844-5953, Fax 561- 844-5954 and DSL links. Request \$ 4,200.00

Printing & Publications (list type of material): This is a zero budget line item at this time.

Supplies (list supplies/equipment): This is a zero budget line item at this time

Travel (individuals traveling, destination and purpose): This is a zero budget line item at this time

Meetings (attendees, purpose, items needed for meeting): This is a zero budget line item at this time

Miscellaneous Expense None



PALM BEACH COUNTY SHERIFF'S OFFICE
LAW ENFORCEMENT TRUST FUND DONATION

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APPLICATION CERTIFICATION

I hereby certify that any LETF funds received will be used for the authorized purpose as indicated on Page 3 of this application. Additionally, I certify that the agency requesting the funds is a not-for-profit agency or organization, which has been held to be tax exempt under the provisions of s. 501 of the Internal Revenue Code, and is registered as a Non Profit organization with the State of Florida, Department of State, Division of Corporations.

DORIS CARROL
Name (please print)

EXECUTIVE DIRECTOR
Title (please print)

[Signature]
Signature

August 12, 2008
Date

NOTARY SECTION:

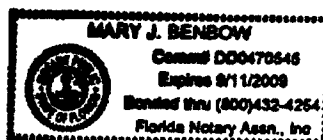
State of Florida

County of Palm Beach

The foregoing Agreement was acknowledged and subscribed before me this 12 day of August, 2008 by Doris Carrou (name of individual) as Executive Director (title) of Partnership for a Drug Free Comm (name of organization/ agency), who is personally known to me or who produced Driver's License as identification.

Mary J. Benbow
Notary Public

My Commission Expires: 9/11/09



**PALM BEACH COUNTY SHERIFF'S OFFICE
LAW ENFORCEMENT TRUST FUND DONATION**

Attachment A



GENERAL INFORMATION

❖ **PURPOSE/GUIDELINES OF DONATION**

1. Law Enforcement Trust Fund (LETf) donations are intended to assist agencies and organizations with the following purposes:

- Drug Treatment Program
- Drug Abuse Education
- Drug Prevention
- Crime Prevention
- X Safe Neighborhood
- School Resource Officer Program(s)

An agency or organization that wishes to receive such funds shall complete an application accompanied by a written certification, signed by the Executive Director or Fiscal Agent, that the funds will be used for one or more of the authorized purposes as listed above.

2. Pursuant to FSS 932.7055(5)(c), any agency or organization that receives money from a law enforcement trust fund shall provide an accounting for such monies. An "Accounting of Funds" form must be completed and is due 60 days after the earlier of termination of any funding Agreement or upon completion of the activities funded by any LETf donation.
3. Failure to comply with any of the provisions set forth in this application will result in denial of future funding.
4. Inclusion of printed program/organization brochure is optional.
5. In order to establish a clear understanding of the proposed program, applicants shall respond to all questions and complete the current year budget.
6. Each agency is asked to provide a contact person who will be available for further information, follow up and/or interviews.

❖ **FUNDING DECISIONS/APPROVAL**

The Palm Beach County Sheriff's Office has final approval to determine which programs will receive any designated funding. The Palm Beach County Board of County Commissioners must then approve the request prior to donation award.

❖ **AUTHORITY**

The use of LETf as donations is authorized under section 932.7055, Florida State Statutes.