

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: October 6, 2009 Consent Regular
 Ordinance Public Hearing

Department:
Submitted By: Palm Beach County Sheriff's Office
Submitted For: Palm Beach County Sheriff's Office

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to: (A) Ratify on behalf of the Palm Beach County Sheriff's Office the Chairperson's signature on the Drug Farm Phase II Enhancement grant award in the amount of \$50,000 for the period of July 01, 2009 through June 30, 2010; (B) Approve a budget amendment in the amount of \$50,000 increasing the Sheriff's Grant fund.


Summary: The purpose of the program is to assist units of local government to develop and implement residential substance abuse treatment programs in local correctional facilities in which prisoners are incarcerated from a period of time sufficient to permit substance abuse treatment. The Phase II segment of the Sheriff's Drug Farm will benefit from this continued funding by enhancing the treatment parameters to include: Domestic Violence Reduction, Anger and Stress Management, Effective Parenting, and Job Skills Enhancement. The PBSO will exceed the 25% match requirement by providing \$73,720 through its approved operating budget. No additional positions are needed and no County funds are required. Countywide. (DW)

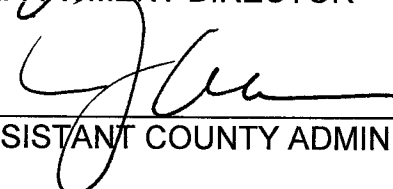
Background and Justification: The Palm Beach County Sheriff's Office Drug Farm was established in 1990. The Drug Farm offers three phases of treatment. Phase I consists of a 30 day eligibility screening process coupled with drug education. Phase II is the actual Drug Farm program, which lasts up to 12 months. Phase III offers life skill classes that are provided through a service contract with the Drug Abuse Foundation. The State of Florida Department of Law Enforcement (FDLE) awards funding under the Residential Substance Abuse Treatment for State Prisoners (RSAT) grant program to units of local government that have correctional facilities which house prisoners for a time period sufficient to accommodate substance abuse treatment. The time period specified by the State is no less than 6 months, and no longer than 12 months. The enhancement of services provided by the Sheriff's Drug Farm has been accepted by the Florida Department of Law Enforcement (FDLE) as meeting the criteria of the grant through the awarding of the grant. The Catalog of Federal Domestic Assistance (CFDA) Number for this program is 16.593 and the contract number is 2010-RSAT-PALM-1-W9-003. The grant period is July 01, 2009 through June 30, 2010.

Attachments:

- 1. Budget Amendment
- 2. Sub-grant Award Certificate
- 3. Application

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RECOMMENDED BY:  9/21/09
DEPARTMENT DIRECTOR DATE

APPROVED BY:  9/28/09
ASSISTANT COUNTY ADMINISTRATOR DATE

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2009	2010	2011	2012	2013
Capital Expenditures					
Operating Costs	\$ 123,720				
External Revenues	(\$ 50,000)				
Program Income (County)					
In-Kind Match (County)					
Net Fiscal Impact	\$73,720				
# Additional FTE Positions (Cumulative)	0				

Is Item Included in Current Budget: YES _____ NO X

Budget Account No.: Fund 1152 Agency 160 Org 2163 Object 3129

Reporting Category _____


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

The Residential Substance Abuse Treatment for State Prisoners (RSAT) program funds this grant. Funds are passed through the Florida Department of Law Enforcement to local units of government. The grant match will be provided by the PBSO operating budget.

Residential Substance Abuse Treatment for State Prisoners	
Federal Funds	\$50,000
PBSO General Fund (Match)	\$73,720
Total	\$123,720

III REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

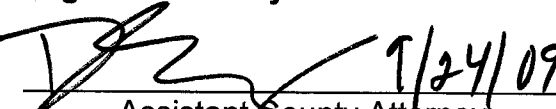


 OFMB 9/24/09
9/22/09



 Contract Administration 9/24/09

B. Legal Sufficiency:



 Assistant County Attorney 9/24/09

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 AMENDMENT**

FUND 1152 - Sheriff's Grants Fund

Use this form to provide budget for items not anticipated in the budget.

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED	REMAINING BALANCE
Revenues								
<u>Drug Farm Phase II FY10</u>								
160-2163-3129	Federal Grant - Other Public Safety	0	0	50,000		50,000		
	TOTAL REVENUES	0	\$6,714,283	\$50,000	\$0	\$6,764,283		
Expenditures								
<u>Drug Farm Phase II FY10</u>								
160-2163-9498	Transfer to Sheriff's Grant Fund	0	0	50,000		50,000		
	TOTAL EXPENDITURES	0	\$6,714,283	\$50,000	\$0	\$6,764,283		

Palm Beach County Sheriff's Office

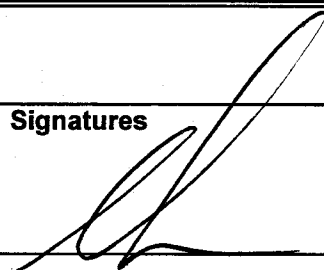
INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

Signatures

Date



9/21/09

By Board of County Commissioners
At Meeting of October 6, 2009

Deputy Clerk to the
Board of County Commissioners



Florida Department of
Law Enforcement

Gerald M. Bailey
Commissioner

Office of Criminal Justice Grants
Post Office Box 1489
Tallahassee, Florida 32302-1489
(850) 617-1250
www.fdle.state.fl.us

Charlie Crist, Governor
Bill McCollum, Attorney General
Alex Sink, Chief Financial Officer
Charles H. Bronson, Commissioner of Agriculture

SEP - 1 2009

AUG 24 2009

The Honorable Jeff Koons
Chairman
Palm Beach County Board of Commissioners
301 North Olive Avenue
West Palm Beach, FL 33401

Re: Contract No. 2010-RSAT-PALM-1-W9-003

Dear Chairman Koons:

The Florida Department of Law Enforcement is pleased to award a Residential Substance Abuse Treatment for State Prisoners grant in the amount of \$ 50,000.00 to your unit of government.

A copy of the approved subgrant application with the referenced contract number is enclosed for your file. All correspondence with the Department should always refer to the project number and title.

Your attention is directed to the Standard Conditions of the subgrant. These conditions should be reviewed carefully by those persons responsible for project administration to avoid delays in project completion and costs reimbursements.


The enclosed Certification of Acceptance should be completed and returned to the Department within 30 calendar days from the date of award. This certificate constitutes official acceptance of the award and must be received by the Department prior to the reimbursement of any project expenditures.

Committed to
Service • Integrity • Respect • Quality

The Honorable Jeff Koons
Page Two

We look forward to working with you on this project. If we can be of further assistance, please contact Martha McWilliams at 850/617-1250.

Sincerely,


Clayton H. Wilder
Administrator

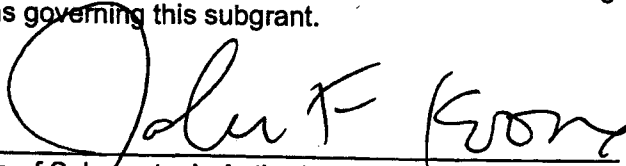
CHW/MKM/sa

Enclosures

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

CERTIFICATION OF ACCEPTANCE OF SUBGRANT AWARD

The subgrantee, through its authorized representative, acknowledges receipt and acceptance of subgrant award number 2010-RSAT-PALM-1-W9-003, in the amount of \$ 50,000.00, for a project entitled, PALM BEACH SHERIFF'S OFFICE-DRUG FARM PHASE II, for the period of 07/01/2009 through 06/30/2010, in accordance with the statement of work contained in the subgrant application, and subject to the Florida Department of Law Enforcement's Conditions of Agreement and any special conditions governing this subgrant.



Signature of Subgrantee's Authorized Official

Commissioner John F. "Jeff" Koons
Typed Name and Title of Official

9-1-09
Date of Acceptance

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

SUBGRANT AWARD CERTIFICATE

Subgrantee: Palm Beach County Board of Commissioners

Date of Award: 8-24-09

Grant Period: From: 07/01/2009 TO: 06/30/2010

Project Title: PALM BEACH SHERIFF'S OFFICE-DRUG FARM PHASE II

Grant Number: 2010-RSAT-PALM-1-W9-003

Federal Funds: \$ 50,000.00

Agency Match: \$ 73,720.00

Total Project Cost: \$ 123,720.00

Program Area: 0001 : Residential Substance Abuse Treatment

CFDA #: 16.593

Award is hereby made in the amount and for the period shown above of a grant under Title IV of the Violent Crime Control and Law Enforcement Act of 1994, P.L. 103-322, as amended, to the above mentioned subgrantee and subject to any attached standards or special conditions.

This award is subject to all applicable rules, regulations, and conditions as contained in the Financial and Administrative Guide for Grants, Office of Justice Programs, Common Rule for State and Local Governments and A-87, or OMB Circulars A-110 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. 103-322, as amended.

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 Certification of Acceptance/ Request for Payment is returned to the department.

Clayton H. Wilder

Authorized Official
Clayton H. Wilder
Administrator

8-24-09

Date

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

Application for Funding Assistance

Florida Department of Law Enforcement
Residential Substance Abuse Treatment

Section 1: Administration

Subgrant Recipient

Organization Name: Palm Beach County Board of Commissioners
County: Palm Beach

Chief Official

Name: Jeff Koons
Title: Chairman
Address: 301 North Olive Avenue
City: West Palm Beach
State: FL **Zip:** 33401
Phone: 561-355-2202 **Ext:**
Fax: 561-355-6277
Email: jkoons@pbcgov.org

Chief Financial Officer

Name: Peter Jannis
Title: Director of Accounting Services
Address: 301 North Olive Avenue
2nd Floor
City: West Palm Beach
State: FL **Zip:** 33401
Phone: 561-355-2306 **Ext:**
Fax:
Email: Pjannis@mypalmbeachclerk.com

Application for Funding Assistance

Florida Department of Law Enforcement
Residential Substance Abuse Treatment

Section 1: Administration

Implementing Agency

Organization Name: Palm Beach County Sheriff's Office
County: Palm Beach

Chief Official

Name: Ric Bradshaw
Title: Sheriff
Address: 3228 Gun Club Road
City: West Palm Beach
State: FL **Zip:** 33406
Phone: 561-688-3021 **Ext:**
Fax: 561-688-3033
Email: bradshawr@pbso.org

Project Director

Name: David Gillert
Title: Project Director
Address: 3228 Gun Club Road
City: West Palm Beach
State: FL **Zip:** 33406
Phone: 561-688-4952 **Ext:**
Fax: 561-688-4959
Email: gillertd@pbso.org

Application for Funding Assistance

Florida Department of Law Enforcement
Residential Substance Abuse Treatment

Section 2: Project Overview

General Project Information

Project Title: PALM BEACH SHERIFF'S OFFICE-DRUG FARM PHASE II
Subgrant Recipient: Palm Beach County Board of Commissioners
Implementing Agency: Palm Beach County Sheriff's Office
Project Start Date: 7/1/2009 **End Date:** 6/30/2010

Problem Identification

The correlation between substance abuse and criminal behavior has been cited and consistently substantiated in the research literature. The most evident link between substance abuse and criminal behavior is that the use, possession, or sale of drugs is illegal. Substance abuse is also related to impairments in judgment and behavioral control that contribute to a variety of offenses including all forms of interpersonal violence such as assault and domestic violence. Also, individuals with addictive disorders may engage in many personal and property crimes in order to sustain their drug lifestyle.

In light of this, effective treatment of substance abuse disorders in the offender population is of critical importance. The involvement of the offender in the criminal justice system provides a unique opportunity for intervention. The aftermath of chronic substance abuse leaves offenders sick emotionally, mentally, spiritually and physically. All of these areas of malady must be addressed to help rebuild the offenders potential as a productive citizen.

Specialized treatment programs within the criminal justice system can greatly benefit offenders by providing alternatives other than alcohol or drug abuse as a method of coping with stress. Mandated or coerced participation has been shown to result in increased treatment retention, an important predictor of positive outcomes.

To provide this special needs population with the building blocks necessary to become productive members of society, offenders need to develop a sense of community, feel supported, take constructive personal risks, alter erroneous life perceptions, accept the correlation between substance abuse and criminal behavior and develop life-enhancing skills.

In Palm Beach County, approximately 85% of all bookings into a correctional facility are for drug or drug related offenses. To that end, the Palm Beach Sheriffs Office (PBSO) created the Substance Abuse Awareness Program (SAAP) in a collaborative effort with the State Attorneys Office, Public Defenders Office, the Judiciary, Clerk of the Courts, and the Department of Corrections Probation and Parole Division, to encourage and support the process of recovery from substance abuse. SAAP was developed between 1990 and 1993 to provide a continuum of treatment alternatives to traditional incarceration for drug and alcohol addicted offenders at all levels of the criminal justice system. Treatment services for offenders are provided by a consortium of local substance abuse treatment providers.

This consortium developed the comprehensive plan for the provision of treatment services that range from basic drug education to intensive residential treatment for individuals who enter any of the five SAAP Programs which include 1) the Weekend Civil Drug Court, 2) Treatment Release Program (TRP), 3) In Jail Drug Intervention, 4) In Jail Freelance Drug Education, and 5) the Sheriffs Drug Farm Program. Each program has its unique eligibility requirements, treatment modalities, intervention participation time,

Application for Funding Assistance

Florida Department of Law Enforcement
Residential Substance Abuse Treatment

Section 2: Project Overview

benefits for participation and consequences for non-compliance.

The Palm Beach Sheriffs Office is requesting grant funds to continue PBSO's highly successful Drug Farm Phase II Program. The Drug Farm is a structured, military-style intensive therapeutic treatment program within a minimum-security jail setting. This unique therapeutic community subscribes to a holistic approach which promotes cognitive, behavioral, social, academic, and vocational skills development. The Drug Farms long-term goal is for participants to return to society as self-sufficient productive citizens who are no longer trapped by their addiction to illegal substances.

Project Summary

The Drug Farm program operates in four distinct phases: Phase I consists of a 30 day eligibility screening process coupled with the preparatory drug education intended to ease the transition into the intensive therapy and boot camp environment. Phase II is the actual Drug Farm program, which lasts up to 12 months. Phase III consists of up to a four month residence in a halfway house intended to reintegrate Phase II graduates back into the community; and Phase IV is the aftercare component, where individuals are required to continue with regular AA/NA meetings and obtain employment. Individuals enter the Drug Farm as part of an agreed-upon disposition to a non-violent drug related crime and are sentenced to the program by a county or circuit court judge. Participants are required to remain in the Drug Farm program for a minimum of 6 months to a maximum of 12 months. Drug Farm participants are segregated from the general population (separate housing, dining and recreational facilities) and are offered a supportive clinical setting that promotes a personal recovery process. Upon acceptance to the Drug Farm program, an individual treatment plan with aftercare services is developed which outlines the participants treatment goals and objectives.

The following intervention/services are provided: 1) 12 Step Program follows therapeutic methods, utilized by Alcoholics Anonymous/Narcotics Anonymous for a structured recovery; 2) Individual Counseling is provided to each resident to address individualized concerns and methods of recovery and meet regularly with a primary therapist for individualized treatment and goal planning; 3) Group Counseling is conducted by a primary therapist with resident peers. The objective is that residents learn to help one another with the recovery process; 4) Drug Testing is administered randomly by State Probation and Drug Farm staff and monthly urinalyses are conducted using the Roche On-Track Drug Test System. Staff is trained on proper administration and testing protocols. Positive tests will result in expulsion from the program; 5) Family Counseling promotes a functional family system and mechanism of mending wounds inflicted by substance use and abuse. The objective is that family members will engage in the participants recovery and that reconciliation will occur between the participant and his/her family members; 6) Mentoring partners are assigned to each new Drug Farm resident participant for the first 30 days of their residency. The objective is to ensure that each participant has a personal relationship with a specific individual who will help the new participant adjust to the program and buy in to the entire program; 7) Work Activities are assigned to each resident participating in the Drug Farm Program. Success is achieved when each participant successfully performs his or her part of required work; 8) Structured Leisure Time or Recreation consists of board games, horseshoes, art therapy, basketball, relaxation techniques, woodshop and bicycle repair. The objective is to ensure that residents learn pro-social and acceptable methods to occupy their leisure time; and 9) Aftercare Services are provided to each Drug Farm resident during the final 4 months of a Drug Farm residency. A case manager prepares the resident for the transition from an institutional to a community setting. While residing in the halfway

Application for Funding Assistance

Florida Department of Law Enforcement
Residential Substance Abuse Treatment

house, participants must obtain employment and follow the probationary guidelines established by the judiciary. He/she must continue participation in group counseling and involvement with AA/NA meetings. Residents and their therapist develop treatment plans with targeted completion dates. Once the resident has achieved the level of independent living, he/she moves out of the halfway house into independent living.

RSAT funds are being requested to continue the successful Drug Farm Phase II Life Skills Program with the new job readiness component for those participants who are ready to graduate into Phase III of the program. The life skills classes are provided through a service contract with the Drug Abuse Foundation (DAF) which employs three full time therapists who are required to hold a minimum BA degree plus have at least one year of related work experience. Participants will continue to benefit from the following life skills classes: 1) Domestic Violence Reduction focuses on tearing down the defenses and encourages participants to retrospectively and introspectively consider the ways their addictions have affected relationships. The objective is to minimize the incidents of domestic violence and monitor the extent of forgiveness obtained by the resident from his/her family. Success is measured through feedback from family members during counseling sessions; 2) Anger Management utilizes a lecture series that address methods of healing wounds and restructuring the resident's belief system. The objective is to teach residents how to handle their anger in socially acceptable ways without resorting to violence or substance abuse. Success is measured by residents demonstrating methods learned to control anger in role play situations and feedback obtained during counseling sessions; 3) Parenting Training provides the foundation of knowledge and skills needed for residents to start changing their parental attitudes and behaviors. The objective is that residents will reestablish positive relationships with their children and that this relationship will become a motivating factor in the residents life to compel him/her to remain substance free. Success is measured through feedback obtained during counseling sessions and input from both the participant and his/her child; and 4) Job Skills Development teaches participants how to make positive presentations while interviewing for a job. The objective is that every participant will be gainfully employed during Phase III of the program and that this employment will carry forward upon full transition back to the community.

Recognizing that obtaining and sustaining gainful employment is critical to the recovery efforts of our participants, PBSO implemented a new component to the Job Skills Development module which includes an individual assessment for targeted participants who are ready to graduate to Phase III. During the 09-10 grant period, we anticipate 100 participants will be eligible to enroll in the job readiness component which will help them reintegrate back into society and be better equipped to work their program of recovery. The new Job Readiness Component includes: 1) an individualized assessment to determine the participants level of education and skills, their interests, their understanding of the principles of successful employment, and their readiness. It also identifies areas of need for the participant through an employment readiness checklist that includes: Valid Florida Drivers License or ID; Visa/Green Card/Passport, Birth Certificate, Address, Social Security Card, Transportation, Career interests, Resume, etc; 2) Participation in Employment Readiness Workshops which will teach the participant: a) About Potential Career Interests, b) How to Write a Resume, c) How to Complete an Employment Application, d) Proper Dress and Hygiene, e) Interviewing Skills, and f) How to Perform Job Searches through the Internet, 3) Videotaped Mock Job Interview sessions so that both the counselor and participant could critique the interview and suggest areas for improvement; and 4) Linkage to prospective employers through our local Work Force Development Job Bank.

Application for Funding Assistance

**Florida Department of Law Enforcement
Residential Substance Abuse Treatment**

Through RSAT funding, we expect 88% of the participants will successfully complete Phase II and 85% will complete the aftercare program. We will continue to collect data to measure success of the life skills program and the new Job Readiness Component and the objectives required by the grant. We will seek local financial support if RSAT funds are no longer available.

Application for Funding Assistance

Florida Department of Law Enforcement
Residential Substance Abuse Treatment

Section 3: Performance

General Performance Info:

Performance Reporting Frequency: Quarterly

Federal Purpose Area: 0001 - Residential Substance Abuse Treatment

State Purpose Area: 0001 - Residential Substance Abuse Treatment

	Activity Description
Activity:	12-Step
Target Group:	Adult Females
Geographic Area:	State of Florida
Location Type:	Boot Camp

	Activity Description
Activity:	12-Step
Target Group:	Adult Males
Geographic Area:	State of Florida
Location Type:	Boot Camp

	Activity Description
Activity:	Domestic Violence Reduction
Target Group:	Adult Males
Geographic Area:	State of Florida
Location Type:	Boot Camp

	Activity Description
Activity:	Domestic Violence Reduction
Target Group:	Adult Females
Geographic Area:	State of Florida
Location Type:	Boot Camp

	Activity Description
Activity:	Impulse/Anger Control
Target Group:	Adult Females
Geographic Area:	State of Florida
Location Type:	Boot Camp

Application Ref # 2010-RSAT-50
Contract -RSAT-PALM- - -

Section #3 Page 1 of 4

Application for Funding Assistance

Florida Department of Law Enforcement
Residential Substance Abuse Treatment

Section 3: Performance

Activity Description

Activity: Impulse/Anger Control
Target Group: Adult Males
Geographic Area: State of Florida
Location Type: Boot Camp

Activity Description

Activity: Job Skills Development
Target Group: Adult Males
Geographic Area: State of Florida
Location Type: Boot Camp

Activity Description

Activity: Job Skills Development
Target Group: Adult Females
Geographic Area: State of Florida
Location Type: Boot Camp

Activity Description

Activity: Parenting Training
Target Group: Adult Males
Geographic Area: State of Florida
Location Type: Boot Camp

Activity Description

Activity: Parenting Training
Target Group: Adult Females
Geographic Area: State of Florida
Location Type: Boot Camp

Objectives and Measures

Objective: 1C - To report number of participants enrolled in the program (including drop-outs, terminations or removals).

Measure: Part 1

Report the number of participants enrolled in the program (including drop-outs, terminations or removals) during the grant period.

Application Ref # 2010-RSAT-50
Contract -RSAT-PALM- - -

Section #3 Page 2 of 4

Application for Funding Assistance

Florida Department of Law Enforcement
Residential Substance Abuse Treatment

Section 3: Performance

Goal: 114

Objective: 2A - To report number of days between program entry and exit for those completing the RSAT program during the reporting period.

Measure: Part 1

How many days will there be between program entry and exit for those completing the RSAT program during the grant period?

Goal: 261

Objective: 3A - To report number of RSAT participants at end of reporting period.

Measure: Part 1

Report the number of RSAT participants at end of each reporting period.

Goal: 100

Objective: 3B - To report number of RSAT participants at beginning of reporting period.

Measure: Part 1

To report the number of RSAT participants at beginning of each reporting period.

Goal: 114

Objective: 4A - To report number of RSAT participants who completed the program and passed drug testing.

Measure: Part 1

Report the total number of RSAT participants who completed the program and passed drug testing during the grant period.

Goal: 100

Objective: 5A - To report the number of RSAT participants.

Measure: Part 1

Report the number of RSAT participants during grant period.

Goal: 114

Objective: 6B - To report the total number of RSAT beds.

Measure: Part 1

Report the total number of RSAT beds available.

Goal: 114

Application for Funding Assistance

Florida Department of Law Enforcement
Residential Substance Abuse Treatment

Section 3: Performance

Objective: 8A - To report total number of residential service days.

Measure: Part 1

Report the total number of residential service days.

Goal: 365

Objective: 8B - To report number of offenders to receive residential service (RSAT and non-RSAT).

Measure: Part 1

Report number of individuals to receive residential service (RSAT and non-RSAT).

Goal: 114

Objective: 9A - To report the number of RSAT completions that remained drug-free during the residential program.

Measure: Part 1

Report the number of RSAT completions that remained drug-free during the residential program.

Goal: 100

Application for Funding Assistance

Florida Department of Law Enforcement
Residential Substance Abuse Treatment

Section 3: Performance

General Performance Info:

Performance Reporting Frequency: Quarterly

Federal Purpose Area: 0001 - Residential Substance Abuse Treatment

State Purpose Area: 0001 - Residential Substance Abuse Treatment

	Activity Description
Activity:	12-Step
Target Group:	Adult Females
Geographic Area:	State of Florida
Location Type:	Boot Camp

	Activity Description
Activity:	12-Step
Target Group:	Adult Males
Geographic Area:	State of Florida
Location Type:	Boot Camp

	Activity Description
Activity:	Domestic Violence Reduction
Target Group:	Adult Males
Geographic Area:	State of Florida
Location Type:	Boot Camp

	Activity Description
Activity:	Domestic Violence Reduction
Target Group:	Adult Females
Geographic Area:	State of Florida
Location Type:	Boot Camp

	Activity Description
Activity:	Impulse/Anger Control
Target Group:	Adult Females
Geographic Area:	State of Florida
Location Type:	Boot Camp

Application Ref #	2010-RSAT-50
Contract	2010-RSAT-PALM-1-W9-003

Section #3 Page 1 of 6

Application for Funding Assistance

Florida Department of Law Enforcement
Residential Substance Abuse Treatment

Section 3: Performance

Activity Description

Activity: Impulse/Anger Control
Target Group: Adult Males
Geographic Area: State of Florida
Location Type: Boot Camp

Activity Description

Activity: Job Skills Development
Target Group: Adult Males
Geographic Area: State of Florida
Location Type: Boot Camp

Activity Description

Activity: Job Skills Development
Target Group: Adult Females
Geographic Area: State of Florida
Location Type: Boot Camp

Activity Description

Activity: Parenting Training
Target Group: Adult Males
Geographic Area: State of Florida
Location Type: Boot Camp

Activity Description

Activity: Parenting Training
Target Group: Adult Females
Geographic Area: State of Florida
Location Type: Boot Camp

Objectives and Measures

Objective: 1A - To report contractor and/or employed salary amounts prorated to include time spent in RSAT.

Measure: Part 1

Report contractor and/or employed salary amounts prorated to include time spent in RSAT during the grant period.

Application Ref # 2010-RSAT-50

Section #3 Page 2 of 6

Contract 2010-RSAT-PALM-1-W9-003

Application for Funding Assistance

Florida Department of Law Enforcement
Residential Substance Abuse Treatment

Section 3: Performance

Goal: \$123,720

Objective: 1B - To report cost of additional residential material (special uniforms, classroom aids, pharmaceuticals, etc.)

Measure: Part 1

Report the cost of additional residential material (special uniforms, classroom aids, pharmaceuticals, etc.).

Goal: \$0

Objective: 1C - To report number of participants enrolled in the program (including drop-outs, terminations or removals).

Measure: Part 1

Report the number of participants enrolled in the program (including drop-outs, terminations or removals) during the grant period.

Goal: 114

Objective: 2A - To report number of days between program entry and exit for those completing the RSAT program during the reporting period.

Measure: Part 1

How many days will there be between program entry and exit for those completing the RSAT program during the grant period?

Goal: 261

Objective: 2B - To report number of offenders to successfully complete the residential program during the reporting period.

Measure: Part 1

How many participants will successfully complete the residential program during the grant period?

Goal: 100

Objective: 3A - To report number of RSAT participants at end of reporting period.

Measure: Part 1

Report the number of RSAT participants at end of each reporting period.

Goal: 100

Objective: 3B - To report number of RSAT participants at beginning of reporting period.

Measure: Part 1

To report the number of RSAT participants at beginning of each reporting period.

Goal: 114

Application for Funding Assistance

Florida Department of Law Enforcement
Residential Substance Abuse Treatment

Section 3: Performance

Objective: 4A - To report number of RSAT participants who completed the program and passed drug testing.

Measure: Part 1

Report the total number of RSAT participants who completed the program and passed drug testing during the grant period.

Goal: 100

Objective: 4B - To report number of RSAT participants who completed the program and passed drug testing during the reporting period.

Measure: Part 1

Report the number of RSAT participants who completed the program and passed drug testing during each reporting period.

Goal: 100

Objective: 5A - To report the number of RSAT participants.

Measure: Part 1

Report the number of RSAT participants during grant period.

Goal: 114

Objective: 5B - To report the number of residential program participants.

Measure: Part 1

Report the number of residential program participants.

Goal: 114

Objective: 6A - To report the total number of RSAT beds created as a result of the current award.

Measure: Part 1

Report the total number of RSAT beds created as a result of the current award.

Goal: 114

Objective: 6B - To report the total number of RSAT beds.

Measure: Part 1

Report the total number of RSAT beds available.

Goal: 114

Objective: 7A - To report number of beds funded with non-RSAT funds.

Measure: Part 1

Report number of beds funded with non-RSAT funds.

Application for Funding Assistance

Florida Department of Law Enforcement
Residential Substance Abuse Treatment

Section 3: Performance

Goal: 0

Objective: 7B - To report total number of beds in facility.

Measure: Part 1

Report total number of beds in facility.

Goal: 114

Objective: 8A - To report total number of residential service days.

Measure: Part 1

Report the total number of residential service days.

Goal: 365

Objective: 8B - To report number of offenders to receive residential service (RSAT and non-RSAT).

Measure: Part 1

Report number of individuals to receive residential service (RSAT and non-RSAT).

Goal: 114

Objective: 9A - To report the number of RSAT completions that remained drug-free during the residential program.

Measure: Part 1

Report the number of RSAT completions that remained drug-free during the residential program.

Goal: 100

Objective: 9B - To report the number of residential program completions who remained drug free.

Measure: Part 1

Report the number of residential program completions who remained drug free.

Goal: 100

Application for Funding Assistance

Florida Department of Law Enforcement
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Section 3: Performance

Section Questions:

Question: What is the total number of beds (treatment and non-treatment) in the facility?

Answer: 114

Question: How many non RSAT-funded treatment beds are in this facility?

Answer: 0

Question: How many RSAT-funded treatment beds are in this facility?

Answer: 114

Question: How is aftercare treatment provided?

Answer: Through a four months residence at a Halfway House, after successful completion of the Drug Farm Program.

Question: What is the anticipated number of RSAT program completions during each quarterly reporting period?

Answer: 25

Question: What goals do you plan to accomplish during the subgrant period?

Answer: Our goal is for every participant to successfully graduate from the Residential Drug Farm Program, then enter the AfterCare Program with the necessary life skills and employment/job readiness skills, to be productive members of society.

Application for Funding Assistance

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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: 596000785

Budget:

Budget Category	Federal	Match	Total
Salaries and Benefits	\$0.00	\$0.00	\$0.00
Contractual Services	\$50,000.00	\$73,720.00	\$123,720.00
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 --	\$50,000.00	\$73,720.00	\$123,720.00
Percentage	40.4138	59.5861	100.0

Project Generated Income:

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

Application for Funding Assistance

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Section 4: Financial (cont.)

Budget Narrative:

I. Contractual Services

The Palm Beach County Sheriff's Office will sub-contract with the Drug Abuse Foundation (DAF), Inc to deliver the Drug Farm Phase II Life Skills Program and the Job Readiness Component as outlined in the program narrative.

Payment for services will be based on a unit-cost budget as follows:

1. Life Skills Classes= 114 Participants x 342 hrs x \$2.5/hour= \$97,470
2. Job Readiness Component= 100 Participants x 105 hours x \$2.5/hour= \$26,250

Total Project Cost= \$123,720

Federal Request= \$50,000

Cash Match= \$73,720

The Palm Beach Sheriff's Office will use advalorem funds for the cash match.

Application for Funding Assistance

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Section 4: Financial

Section Questions:

- Question: Identify specific sources of matching funds.
Answer: Ad Valorem Funds
- Question: Indicate the Operating Capital Outlay (OCO) dollar threshold established by the subgrantee.
Answer: 1000
- Question: Are indirect costs included in the budget? If so, has a copy of the subgrantee's Indirect Cost Plan approved by the cognizant federal agency, been submitted to the OCJG?
Answer: No
- Question: If a contract for contractual services will be executed by the subgrantee, has a copy been received by the OCJG?
Answer: Yes
- Question: If salaries and benefits are included in the budget, is there a net increase in personnel?
Answer: No
- Question: Will the project earn Program Generated Income?
Answer: No
- Question: Will the applicant be requesting an advance of federal funds?
Answer: No

Application for Funding Assistance

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Section 5. Standard Conditions

Insert Standard Conditions Page here.

Application for Funding Assistance

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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 duty 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 Programs

Signature: _____

Typed Name and Title: _____

Date: _____

Subgrant Recipient
Authorizing Official of Government Unit
(Commission Chairman, Mayor, or District Representative)

Typed Name of Subgrant Recipient: _____

Signature: _____

Typed Name and Title: _____

Date: _____

Implementing Agency
Local Administrator of Residential Programs

Typed Name of Implementing Agency: _____

Signature: _____

Typed Name and Title: _____

Date: _____

Application for Funding Assistance

Florida Department of Law Enforcement
Residential Substance Abuse Treatment

Section 7: Certifications and Authorizations

Insert Certifications and Authorizations here.

Florida Department of Law Enforcement
Residential Substance Abuse Treatment Program

Section 5: 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 and will become binding upon approval of this subgrant. Failure to comply with provisions of this agreement will result in required corrective action up to and including project costs being disallowed.

All persons involved in or having administrative responsibility for the subgrant must read these conditions. This section must be returned as part of the completed application.

Definitions:

"OCJG", unless otherwise stated, refers to the Florida Department of Law Enforcement, Office of Criminal Justice Grants.

"Recipient" refers to the governing body of a county that performs criminal justice functions as determined by the U.S. Secretary of the Interior, and includes an "Implementing Agency" which is a subordinate agency of a county or an agency under the direction of an elected official (for example, Sheriff).

1. Reports

A. Project Progress Reports:

Regardless of whether project activities occur or not, the recipient must submit Quarterly Project Progress Reports to the Office of Criminal Justice Grants (OCJG) by February 1, May 1, August 1, and November 1 covering subgrant activities occurring during the previous calendar quarter. In addition, if the subgrant award period is extended beyond the "original" project period, additional Quarterly Project Progress Reports shall be submitted.

B. Financial Reports:

1. The recipient shall have the choice of submitting either Monthly or Quarterly Reimbursement Requests to the OCJG. All Reimbursement Requests are due thirty-one (31) days after the end of the reporting period. A final Reimbursement Request and a Criminal Justice Contract (Financial) Closeout Package shall be submitted to the OCJG within forty-five (45) days of the subgrant end date. Such Reimbursement Requests shall be distinctly identified as "final".
2. Regardless of whether costs are incurred or not, all claims for reimbursement of recipient costs shall be submitted on the Reimbursement Request forms prescribed and provided by the OCJG. A recipient shall submit either monthly or quarterly reimbursement requests in order to report current project costs. Reports are to be submitted even when no reimbursement is being requested.
3. Before the "final" Reimbursement Request will be processed, the recipient must submit to the OCJG all outstanding project performance reports and must have satisfied all special conditions. Failure to comply with the above provisions shall result in forfeiture of reimbursement.
4. The recipient shall submit Quarterly Project Generated Income Reports to the OCJG by February 1, May 1, August 1, and November 1, covering subgrant project generated income and expenditures occurring during the previous quarter.

C. Other Reports:

The recipient shall submit other reports as may be reasonably required by the OCJG.

2. Fiscal Control and Fund Accounting Procedures

- A. The recipient shall establish fiscal control and fund accounting procedures that assure proper disbursement and accounting of subgrant funds and required non-federal expenditures. All

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funds spent on this project shall be disbursed according to provisions of the project budget as approved by the OCJG.

B. All expenditures and cost accounting of funds shall conform to the requirements of the Office of Justice Programs' *Financial Guide*, U.S. Department of Justice *Common Rule for State and Local Governments*, and those specified in the federal Office of Management and Budget (OMB) *Circulars A-21, A-87, A-110 or A-102*, as applicable, in their entirety.

C. All funds not spent according to this agreement shall be subject to repayment by the recipient.

3. Compliance with "Consultant's Competitive Negotiation Act"

The recipient, when applicable, agrees to satisfy all requirements provided in Section 287.055, F.S., known as the "Consultant's Competitive Negotiation Act".

4. Approval of Consultant Contracts

The OCJG shall review and approve in writing all consultant contracts prior to employment of a consultant. Approval shall be based upon the contract's compliance with requirements found in the Office of Justice Programs' *Financial Guide* and in applicable state statutes. OCJG approval of the recipient agreement does not constitute approval of consultant contracts.

5. Allowable Costs

Allowance for costs incurred under the subgrant shall be determined according to "*General Principles of Allowability and Standards for Selected Cost Items*" set forth in the Office of Justice Program's *Financial Guide* and federal OMB's *Circular No. A-87, "Cost Principles for State and Local Governments"*, or OMB's *Circular No. A-21, "Cost Principles for Educational Institutions"*.

All procedures employed in the use of federal funds to procure services, supplies or equipment, shall be according to U.S. OMB's *Common Rule for State and Local Governments*, or OMB *Circular No. A-110 or A-102 as applicable* and Florida Law to be eligible for reimbursement.

6. Delegation of Signature Authority

When a chief officer or elected official of a subgrant recipient designates some other staff person signature authority that chief officer or elected official must submit a letter or resolution indicating the staff person given signature authority to the OCJG. The letter indicating delegation of signature authority must be signed by the chief officer or elected official and the person receiving signature authority.

7. Personnel Changes

In the event of a change in Chief Executive Officers for the Subgrantee or Implementing Agency, Project Director, or Contact Person, the OCJG must be notified in writing with documentation to include appropriate signatures.

8. Travel and Training

A. All travel reimbursement for out-of-state or out-of-grant-specified work area shall be based upon written approval of the OCJG prior to commencement of actual travel. Recipients shall obtain written approval from the OCJG for reimbursement of training costs and related travel prior to commencement of training, if the specific training was not listed in the approved budget.

B. The cost of all travel shall be reimbursed according to local regulations, but not in excess of provisions in Section 112.061, F.S.

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- C. All bills for any travel expenses shall be submitted according to provisions in Section 112.061, F.S.

9. Written Approval of Changes in this Approved Agreement

Subgrantees must provide written requests signed by the Chief Official, of any significant changes to the subgrant. OCGJ approval of any grant amendment request must be received prior to the incorporation of said amendment. These include, but are not limited to: Changes in project activities, designs or research plans set forth in the approved agreement, Budget deviations that do *not* meet the following criterion. That is, a recipient may transfer funds between budget categories as long as the total amount of transfer does *not* exceed ten (10) percent of the total approved budget and the transfer is made to an approved budget line item; or,

- A. Transfers of funds above the ten (10) percent cap shall be made only if the Department approves a revised budget.
- B. Under no circumstances can transfers of funds increase the total budgeted award. Transfers do not allow for increasing the quantitative number of items documented in any approved budget line item. (For example, equipment items in Operating Capital Outlay or Expense categories or staff positions in the Salaries and Benefits category.)

10. Reimbursement Subject to Available Funds

The obligation of the State of Florida to reimburse recipients for incurred costs is subject to the availability of federal funds authorized under the Residential Substance Abuse Treatment for State Prisoners Formula Grant Program.

11. Procedures for Reimbursement Request

All requests for reimbursement of recipient costs shall be submitted on the form prescribed and provided by the Department. A recipient shall submit reimbursement requests on a monthly or quarterly basis, as specified in order to report project costs incurred during the specified reporting period. All requests for reimbursement shall be submitted in sufficient detail for proper pre-audit and post-audit.

12. Advance Funding

Advance funding is authorized up to twenty-five (25) percent of the federal award for each project according to Section 216.181(15)(b), F.S. and the Office of Justice Programs' *Financial Guide*. Advance funding shall be provided to a recipient upon a written request to the Department justifying the need for such funds.

13. Commencement of Project

If a project has not begun within sixty (60) days after acceptance of the subgrant award, the recipient shall send a letter to the OCJG requesting approval of a new project starting date. The letter must outline steps to initiate the project, explain reasons for delay, and specify an anticipated project starting date.

If a project has not begun within ninety (90) days after acceptance of the subgrant award, the recipient shall send another letter to the OCJG, again explaining reasons for delay and requesting approval of a revised project starting date.

Upon receipt of the ninety (90) day letter, the OCJG 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 projects approved by the Department. If warranted by extenuating circumstances, the Department may extend the starting date of the project beyond the ninety (90) day period, but only by

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by execution of a formal written amendment to this agreement.

14. Extension of a Contract for Contractual Services

Extension of a contract for contractual services between the subgrantee and a contractor (which includes all project budget categories) shall be in writing for a period not to exceed six (6) months and is subject to the same terms and conditions set forth in the initial contract. Only one extension of the contract shall be acceptable, unless failure to complete the contract is due to events beyond the control of the contractor.

15. Excusable Delays

Except with respect to defaults of consultants, the 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 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 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 recipient.

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 recipient and consultant, and without fault or negligence of either of them, the recipient shall not be deemed in default, unless:

- A. Supplies or services to be furnished by the consultant were obtainable from other sources,
- B. The Department ordered the recipient in writing to procure such supplies or services from other sources, and
- C. The recipient failed to reasonably comply with such order.

Upon request of the recipient, the OCJG shall ascertain the facts and the extent of such failure, and if the OCJG determines that any failure to perform was occasioned by one or more said causes, the delivery schedule shall be revised accordingly.

16. Obligation of Recipient Funds

Recipient funds shall not under any circumstances be obligated prior to the effective date or subsequent to the termination date of the grant period. Only project costs incurred on or after the effective date and on or prior to the termination date of the recipient's project are eligible for reimbursement. A cost is incurred when the recipient's employee or consultant performs required services, or when the recipient receives goods, notwithstanding the date of order.

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

The term "program income" or "project generated income" means the gross income earned by the recipient during the subgrant period, as a direct result of the subgrant award. Program income shall be handled according to the Office of Justice Programs' *Financial Guide* and the U.S. Department of Justice's *Common Rule for State and Local Governments*.

18. Performance of Agreement Provisions

In the event of default, non-compliance or violation of any provision of this agreement by the recipient, the 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 recipient of its decision *thirty (30) days* in advance of the effective date of such sanction. The recipient shall be

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paid only for those services satisfactorily performed prior to the effective date of such sanction.

19. Retention of Records

The recipient shall maintain all records and documents for a minimum of five (5) years from the date of the project completion as provided by the Florida Department of State, General Schedule for Local Government GS1-L, and be available for audit and public disclosure upon request of duly authorized persons.

20. Access To Records

The Florida Department of Law Enforcement, 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 recipient, Implementing Agency and contractors for the purpose of audit and examination according to the Office of Justice Program's *Financial Guide*.

The Department reserves the right to unilaterally terminate this agreement if the recipient, Implementing Agency or contractor refuses to allow public access to all documents, papers, letters, or other materials subject to provisions of Chapter 119, F.S., and made or received by the recipient or its contractor in conjunction with this agreement.

21. 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's *Circular A-133* and other applicable federal law. The contract for this agreement shall be identified with the subject audit in *The Schedule of Federal Financial Assistance*. 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 which meets the requirements of *Chapters 11.45 and 215.97, Florida Statutes*; and, *Chapters 10.550 and 10.600, Rules of the Florida Auditor General*.
- B. A complete audit report which 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 and will be returned to the subgrant recipient.
- 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. 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.
- D. 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.
- E. 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 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 OCJG no later than March 1 following the end of the fiscal year.
- F. If this agreement is closed out without an audit, the Department reserves the right to recover any

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disallowed costs identified in an audit completed after such closeout.

- G. The completed audit reports should be sent to the following address:

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

22. 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 Program's *Financial Guide* and the federal OMB *Circular A-110 or A-102, as applicable*.

23. Property Accountability

The recipient agrees to use all non-expendable property for criminal justice purposes during its useful life or request Department disposition.

The 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* and the federal OMB *Circular A-110 or A-102, as applicable*. This obligation continues as long as the recipient retains the property, notwithstanding expiration of this agreement.

24. Disputes and Appeals

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 recipient shall proceed diligently with the performance of this agreement according to the Department's decision.

If the recipient appeals the Department's decision, it also shall be made in writing within twenty-one (21) calendar days to the Department's agency clerk. The recipient's right to appeal the Department's decision is contained in Chapter 120, F.S., and in procedures set forth in Chapters 28-5 and 9-5, F.A.C. Failure to appeal within this time frame constitutes a waiver of proceedings under Chapter 120, F.S.

25. 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 Bureau, of the U.S. Department of Justice's Bureau of Justice Assistance or both have the privilege of visiting the project site to monitor, inspect and assess work performed under this agreement.

26. Publication or Printing of Reports

The recipient shall submit one copy of all reports and proposed publications resulting from the agreement twenty (20) days prior to public release. Any publications (written, visual, or sound), whether published at the recipient's or government's expense, shall contain the following statement: (NOTE: This excludes press releases, newsletters, and issue analysis.)

"This project was supported by Grant No. 2001-RT-BX-0044 awarded by the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice. Points of view in this

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document are those of the author and do not necessarily represent the official position of policies of the U.S. Department of Justice."

27. Equal Employment Opportunity (EEO)

- 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 and implementing agencies 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. 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 http://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.
- C. 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.
- D. 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.
- E. 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.
- F. In the event a Federal or State court of 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 the Office for Civil Rights, Office of Justice Programs.

28. Payment Contingent on Appropriation

The State of Florida's performance and obligation to pay under this agreement is contingent upon an annual appropriation by the Florida Legislature.

29. Certifications Regarding Lobbying; Debarment, Suspension and other Responsibility Matters; and Drug-Free Workplace Requirements

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification

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requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

A. LOBBYING As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 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 sub-recipients shall certify and disclose accordingly.

B. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510

1. The applicant certifies that it and its 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; and
1. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

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C. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620

1. The applicant certifies that it will or will continue to provide a drug-free workplace by:
 - a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - b. Establishing an on-going drug-free awareness program to inform employees about
 1. The dangers of drug abuse in the workplace;
 2. The grantee's policy of maintaining a drug-free workplace;
 3. Any available drug counseling, rehabilitation, and employee assistance programs; and
 4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
 - d. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will
 1. Abide by the terms of the statement; and
 2. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
 - e. Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;
 - f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted
 1. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

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Residential Substance Abuse Treatment Program

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

If a state agency, the recipient agrees to comply with Section 319 of Public Law 101-121 set forth in "New Restrictions on Lobbying; Interim Final Rule," published in the February 26, 1990, Federal Register. Each person shall file the most current edition of this Certification And Disclosure Form, if applicable, with each submission that initiates agency consideration of such person for award of federal contract, grant, or cooperative agreement of \$100,000 or more; or federal loan of \$150,000 or more. 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 Section 1352, Title 31, U.S.C. 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.

The undersigned certifies, to the best of his or her knowledge and belief, that:

- D. No federally appropriated funds have been paid or shall be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any federal loan, the entering into of any renewal, amendment, or modification of any federal contract, grant, loan or cooperative agreement.
- E. If any non-federal funds have been paid or shall be paid to any person for influencing or attempting to influence an officer or employee of congress, or an employee of a member of congress in connection with this federal contract, grant loan, or cooperative agreement, the undersigned shall complete and submit the standard form, Disclosure of Lobbying Activities, according to its instructions.
- F. The undersigned shall require that the language of this certification be included in award documents for all subgrant awards at all tiers and that all recipients shall certify and disclose accordingly.

30. State Restrictions on Lobbying

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

31. Project Closeout

Project funds which have been properly obligated by the end of the subgrant funding period will have forty-five (45) days in which to be liquidated (expended). Any funds not liquidated at the end of the 45-day period will lapse and revert to the Department. A subgrant-funded project will not be closed out until the recipient has satisfied all closeout requirements in one final subgrant closeout package.

All refunds or repayments to be made to the Department under this Agreement are to be made payable to the order of "Florida Department of Law Enforcement", and mailed directly to the Department at the following address:

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

Florida Department of Law Enforcement
Residential Substance Abuse Treatment Program

32. Background Check

It is strongly recommended that all programs targeting juveniles, implemented by other than a sworn law enforcement officer or program licensed by the Department of Children and Family Services, conduct background checks on all personnel providing direct services.

33. Purchase of American-Made Equipment and Products

To the greatest extent practicable, all equipment and products purchased with program funds should be American-made.

34. Eligibility for Employment in the United States

The State of Florida will not intentionally award publicly-funded contracts 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 recipient of the employment provisions contained in Section 274A(e) of the INA shall be grounds for unilateral cancellation of this Agreement by the Department.

35. National Environmental Policy Act (NEPA)

- A.** The subgrantee agrees to assist FDLE in complying with the NEPA and other related federal environmental impact analyses requirements in the use of subgrant funds by the subgrantee. 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 subgrantee 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.
- B.** For any of a subgrantee's existing programs or activities that will be funded by these subgrant, the subgrantee, upon specific request from the Department and the Bureau of Justice Assistance (BJA), agrees to cooperate with BJA in any preparation by BJA of a national or program environmental assessment of that funded program or activity.

36. Assurance of Political Activities Limitations

The subgrantee assures that it will comply with provisions of Federal law which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or part by Federal grants (5USC 1501, et seq.)

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

The subgrantee 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 FDLE 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.

Florida Department of Law Enforcement
Residential Substance Abuse Treatment Program

B. Flood Disaster Protection Act

The subgrantee 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.

C. National Historic Preservation Act

The subgrantee will assist the FDLE in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 USC 470), Executive Order 11593, and the Archeological and Historical Preservation Act of 1966 (16 USC 569a-1 et seq.) by (a) consulting with the State Historic Preservation Officer as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the FDLE of the existence of any such properties and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.

37. The Coastal Barrier Resources Act

The subgrantee 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 prohibit the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.

38. "Pay to Stay"

The subrecipient agrees that funds provided under this award may not be used to operate a "pay-to-stay" program in any local jail. The subrecipient further agrees not to subaward funds to local jails which operate "pay-to-stay" programs.

39. If a Governmental Entity:

it 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; and it 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.

40. 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).

41. 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

Florida Department of Law Enforcement
Residential Substance Abuse Treatment Program

274A(e) of the INA shall be grounds for unilateral cancellation of this contract by the Department.

42. 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 <http://www.lep.gov>.

43. Equal Treatment for Faith Based Organizations

The grantee 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. Notwithstanding any other special condition of this award, faith based organizations may, in some circumstances, consider religion as a basis for employment. See http://www.ojp.gov/about/ocr/equal_fbo.htm.

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

Any project staff that are fully funded by the grant must certify that they worked solely on the grant. The certification must be prepared at least semi annually and must be signed by the employee and by a supervisory official having first hand knowledge of the work performed by the employee.

CERTIFICATION FORM

Recipient Name and Address: Palm Beach County 301 North Olive Avenue, West Palm Beach, Florida 33401

Grant Title: Palm Beach Sheriff's Office Drug Farm Phase II Grant Number: _____ Award Amount: \$50,000

Contact Person Name and Title: Janet Cid, Planner Phone Number: (561) 688-3257

Federal regulations require recipients of financial assistance from the Office of Justice Programs (OJP), its component agencies, and the Office of Community Oriented Policing Services (COPS) to prepare, maintain on file, submit to OJP for review, and implement an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R §§ 42.301-.308. The regulations exempt some recipients from all of the EEOP requirements. Other recipients, according to the regulations, must prepare, maintain on file and implement an EEOP, but they do not need to submit the EEOP to OJP for review. Recipients that claim a complete exemption from the EEOP requirement must complete Section A below. Recipients that claim the limited exemption from the submission requirement, must complete Section B below. A recipient should complete *either* Section A or Section B, not both. If a recipient receives multiple OJP or COPS grants, please complete a form for each grant, ensuring that any EEOP recipient certifies as completed and on file (if applicable) has been prepared within two years of the latest grant. Please send the completed form(s) to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7th Street, N.W., Washington, D.C. 20531. For assistance in completing this form, please call (202)307-0690 or TTY (202) 307-2027.

Section A- Declaration Claiming Complete Exemption from the EEOP Requirement. Please check all the boxes that apply.

- | | |
|--|---|
| <input type="checkbox"/> Recipient has less than 50 employees, | <input type="checkbox"/> Recipient is an Indian tribe, |
| <input type="checkbox"/> Recipient is a non-profit organization, | <input type="checkbox"/> Recipient is an educational institution, or |
| <input type="checkbox"/> Recipient is a medical institution, | <input type="checkbox"/> Recipient is receiving an award less than \$25,000 |

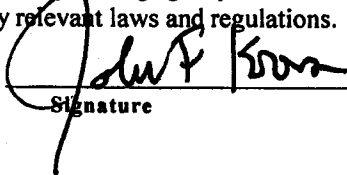
I, _____ [responsible official], certify that _____ [recipient] is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R §42.302. I further certify that _____ [recipient] will comply with applicable Federal civil rights laws that prohibit discrimination in employment and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

Print or type Name and Title	Signature	Date
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Section B- Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review.

If a recipient agency has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to OJP for review as long as it certifies the following (42 C.F.R. § 42.305):

I, Jeff Koons [responsible official], certify that the Palm Beach County Board of County Commissioners [recipient], which has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR §42.301, *et seq.*, subpart E. I further certify that the EEOP has been formulated and signed into effect within the past two years by the proper authority and that it is available for review. The EEOP is on file in the office of: Palm Beach County Human Resources Division [organization], at 301 North Olive Avenue, West Palm Beach, Florida 33401 [address], for review by the public and employees or for review or audit by officials of the relevant state planning agency or the Office for Civil Rights, Office of Justice Programs, U. S. Department of Justice, as required by relevant laws and regulations.

Jeff Koons, Chairman		<u>5/18/09</u>
Print or type Name and Title	Signature	Date

CERTIFICATION FORM

Recipient Name and Address: Palm Beach County Sheriff's Office 3228 Gun Club Road, West Palm Beach, Florida 33406

Grant Title: Palm Beach Sheriff's Office Drug Farm Phase II Grant Number: _____ Award Amount: \$50,000

Contact Person Name and Title: Janet Cid, Planner Phone Number: (561) 688-3257

Federal regulations require recipients of financial assistance from the Office of Justice Programs (OJP), its component agencies, and the Office of Community Oriented Policing Services (COPS) to prepare, maintain on file, submit to OJP for review, and implement an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R §§ 42.301-.308. The regulations exempt some recipients from all of the EEOP requirements. Other recipients, according to the regulations, must prepare, maintain on file and implement an EEOP, but they do not need to submit the EEOP to OJP for review. Recipients that claim a complete exemption from the EEOP requirement must complete Section A below. Recipients that claim the limited exemption from the submission requirement, must complete Section B below. A recipient should complete either Section A or Section B, not both. If a recipient receives multiple OJP or COPS grants, please complete a form for each grant, ensuring that any EEOP recipient certifies as completed and on file (if applicable) has been prepared within two years of the latest grant. Please send the completed form(s) to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7th Street, N.W., Washington, D.C. 20531. For assistance in completing this form, please call (202)307-0690 or TTY (202) 307-2027.

Section A- Declaration Claiming Complete Exemption from the EEOP Requirement. Please check all the boxes that apply.

- Recipient has less than 50 employees,
- Recipient is a non-profit organization,
- Recipient is a medical institution,
- Recipient is an Indian tribe,
- Recipient is an educational institution, or
- Recipient is receiving an award less than \$25,000

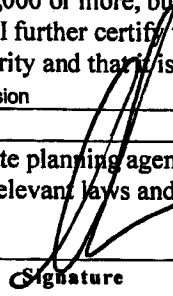
I, _____ [responsible official], certify that _____ [recipient] is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R §42.302. I further certify that _____ [recipient] will comply with applicable Federal civil rights laws that prohibit discrimination in employment and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

Print or type Name and Title	Signature	Date
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Section B- Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review.

If a recipient agency has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to OJP for review as long as it certifies the following (42 C.F.R. § 42.305):

I, Ric L. Bradshaw [responsible official], certify that the Palm Beach County Sheriff's Office [recipient], which has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR §42.301, *et seq.*, subpart E. I further certify that the EEOP has been formulated and signed into effect within the past two years by the proper authority and that it is available for review. The EEOP is on file in the office of: Palm Beach County Sheriff's Office Human Resources Division [organization], at 3228 Gun Club Road, West Palm Beach, Florida 33406 [address], for review by the public and employees or for review or audit by officials of the relevant state planning agency or the Office for Civil Rights, Office of Justice Programs, U. S. Department of Justice, as required by relevant laws and regulations.

Ric L. Bradshaw, Sheriff Print or type Name and Title	 Signature	<u>5/15/09</u> Date
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CERTIFICATION REGARDING LOBBYING; DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

**Florida Department of Law Enforcement
Residential Substance Abuse Treatment Program**

**Form Provided by the U.S. DEPARTMENT OF JUSTICE, OFFICE OF JUSTICE PROGRAMS,
OFFICE OF THE COMPTROLLER**

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Non-procurement) and Government-wide Requirements for Drug-Free Workplace (Grants)". The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

- (a) 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;
- (b) If any funds other than federal appropriated funds have been paid or will be paid to any person influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or an 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;
- (c) 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 subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510 -

- A. The applicant certifies that it and its 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 judgement 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; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620-

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an on-going drug-free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

CERTIFICATION REGARDING LOBBYING; DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

**Florida Department of Law Enforcement
Residential Substance Abuse Treatment Program**

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will-

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after the conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d) (2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d) (2), with respect to any employee who is so convicted-

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check here ___ If there are workplaces on file that are not identified here.

Section 67.630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 406177.

Check here ___ If the State has elected to complete OJP Form 406177.

**DRUG-FREE WORKPLACE
(GRANTEES WHO ARE INDIVIDUALS)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620-

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 633 Indiana Avenue, N.W., Washington, D.C. 20531.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address: Palm Beach County Board of County Commissioners
301 North Olive Avenue, west Palm Beach, FL 33401

2. Project Name: Palm Beach County Sheriff's Office Drug Farm Phase II

3. Typed Name and Title of Authorized Representative: Jeff Koons, Chairman

4. Signature: 

5. Date: 5/18/09

Application for Funding Assistance

Florida Department of Law Enforcement
Residential Substance Abuse Treatment

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 duty authorized officers on the date, month and year set out below.

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

Signature: Clayton H. Wilder
Typed Name and Title: Clayton H. Wilder, Administrator
Date: 8-24-09

Typed Name of Subgrant Recipient: Palm Beach County Board of County Commissioners
Signature: Jeff Koons
Typed Name and Title: Jeff Koons, Chairman
Date: 5/18/09

Typed Name of Implementing Agency: Palm Beach County Sheriff's Office
Signature: Ric L. Bradshaw
Typed Name and Title: Ric L. Bradshaw, Sheriff
Date: 5/15/09