

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: April 20, 2010 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) Accept** on behalf of the Palm Beach County Sheriff's Office, a High Intensity Drug Trafficking Area (HIDTA) Program grant in the amount of \$100,000, for the Palm Beach County Multi-Agency Diversion Task Force, for the period of January 1, 2010 through December 31, 2011; **B) Approve** a budget amendment of \$100,000 in the Sheriff's Grant Fund.

Summary: On February 24, 2010 the Palm Beach County Sheriff's Office (PBSO) received an award from the Office of National Drug Control Policy. The funds will be used for overtime reimbursement and other expenses associated with the Palm Beach County Multi-Agency Diversion Task Force. There is no match requirement associated with this award. No additional positions are needed and no additional County funds are required. Countywide (DW)

Background and Justification: The HIDTA mission is to reduce drug availability by creating and supporting intelligence-driven task forces aimed at eliminating or reducing domestic drug trafficking and its harmful consequences through enhancement and coordination of drug trafficking control efforts among federal, state and local law enforcement agencies. Although these funds originated from a federal organization no Catalog of Federal Domestic Assistance (CFDA) Number exists for this program, the contract number is G10MI0011A.

Attachments:

- 1. Budget Amendment
- 2. Award Letter

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RECOMMENDED BY:  _____ DATE: 4/16/10

DEPARTMENT DIRECTOR DATE

APPROVED BY:  _____ DATE: 4/16/10

ASSISTANT COUNTY ADMINISTRATOR DATE

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2010	2011	2012	2013	2014
Capital Expenditures	0				
Operating Costs	\$100,000				
External Revenues	(\$100,000)				
Program Income (County)					
In-Kind Match (County)	0				
Net Fiscal Impact	0				
# Additional FTE Positions (Cumulative)	0				

Is Item Included in Current Budget: YES _____ NO X

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

Reporting Category _____

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

High Intensity Drug Trafficking Area (HIDTA) Program grant is funded through the Office of National Drug Control Policy. There is no match requirement associated with this award. No additional positions are needed and no additional County funds are required.

Palm Beach County Multi-Agency Diversion Task Force	\$100,000
Total Program Budget	\$100,000

* Although these funds originated from a federal organization no Catalog of Federal Domestic Assistance (CFDA) Number exists for this program.

III REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

<p>_____ OFMB JB 4/15/10</p>	<p>_____ MBB 4/12/10</p>	<p>_____ 4/17/10</p>	<p>_____ Contract Administration E Jones 4/13/10</p>
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B. Legal Sufficiency:

Assistant County Attorney
4/14/10

C. Other Department Review:

Department Director

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.

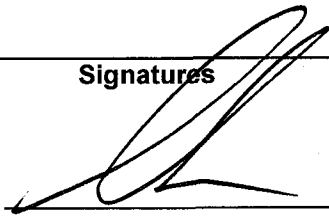
ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED	REMAINING BALANCE
Revenues								
Palm Beach County Multi-Agency Diversion Task Force 160-2183-6600	Private Grant - Other Public Safety	0	0	100,000		100,000		
TOTAL REVENUES		0	\$7,477,108	\$100,000	\$0	\$7,577,108		
Expenditures								
Palm Beach County Multi-Agency Diversion Task Force 160-2183-9498	Transfer to Sheriff's Fund	0	0	100,000		100,000		
TOTAL EXPENDITURES		0	\$7,477,108	\$100,000	\$0	\$7,577,108		

Signatures

Date

By Board of County Commissioners
At Meeting of April 20, 2010

Palm Beach County Sheriff's Office

 4/6/10

INITIATING DEPARTMENT/DIVISION

Deputy Clerk to the
Board of County Commissioners

Administration/Budget Department Approval

OFMB Department - Posted

Attachment #

1



EXECUTIVE OFFICE OF THE PRESIDENT
OFFICE OF NATIONAL DRUG CONTROL POLICY
Washington, D. C. 20503

February 24, 2010

Mr. George Forman, CFO
Palm Beach County Sheriff's Office
3228 Gun Club RD
West Palm Beach, FL 33406

Dear Mr. Forman:

We are pleased to inform you that your request for funding from the High Intensity Drug Trafficking Areas (HIDTA) Program has been approved, and a grant (Grant Number G10MI0011A) has been awarded in the amount of \$100,000.00. This grant will support initiatives designed to implement the Strategy proposed by the Executive Board of the South Florida HIDTA and approved by the Office of National Drug Control Policy (ONDCP).

The original and one copy of the Grant Agreement, including certain Special Conditions, are enclosed. By accepting this grant, you assume the administrative and financial responsibilities outlined in the enclosed Grant Conditions, including the timely submission of all financial and programmatic reports, the resolution of audit findings, and the maintenance of a minimum level of cash-on-hand. Should your organization not adhere to these terms and conditions, ONDCP may terminate the grant for cause or take other administrative action.

If you accept this award, please sign both the Grant Agreement and the Grant Conditions and return a copy with an original signature to:

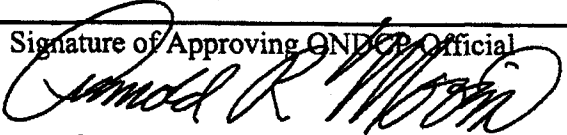

Finance Unit
National HIDTA Assistance Center
11200 NW 20th Street, Suite 100
Miami, FL 33172
(305) 715-7600

Please keep the original copy of the Grant Agreement and Grant Conditions for your file. If you have any questions pertaining to this grant award, please contact Dan Grayson at (202) 395-6790.

Sincerely,

Arnold R. Moorin
National HIDTA Director

Enclosures

Executive Office of the President Office of National Drug Control Policy		Grant Agreement	
1. Recipient Name and Address CFO George Forman Palm Beach County Sheriff's Office 3228 Gun Club RD West Palm Beach, FL 33406		4. Award Number: G10MI0011A	
		5. Grant Period: From 01/01/2010 to 12/31/2011	
1A. Recipient IRS/Vendor No.: 1596000786A3	6. Date: 02/24/2010	7. Action <input checked="" type="checkbox"/> Initial Supplemental	
Subrecipient Name and Address	8. Supplement Number		
2A. Subrecipient IRS/Vendor No.:	9. Previous Award Amount:		
3. Project Title	10. Amount of This Award:		\$100,000.00
	11. Total Award:		\$100,000.00
12. Special Conditions (check, if applicable) The above Grant is approved subject to such conditions or limitations as are set forth on the attached 3 pages.			
13. Statutory Authority for Grant: Public Law 111-117			
14. Typed Name and Title of Approving Official Arnold R. Moorin National HIDTA Director		15. Typed Name and Title of Authorized Official George Forman CFO Palm Beach County Sheriff's Office	
16. Signature of Approving ONDCP Official 		17. Signature of Authorized Recipient/Date 	
18. Accounting Classification Code DUNS: 182809921 EIN: 1596000786A3		19. HIDTA AWARD OND2000000 OC4100	

GRANT CONDITIONS

A. General Provisions

1. This grant is subject to:

- OMB Circular A-87 “Cost Principles for State, Local, and Indian Tribal Governments” (or, if applicable, OMB Circular A-21 “Cost Principles for Educational Institutions”);
- OMB Circular A-102 “Grants and Cooperative Agreements with State and Local Governments” (or, if applicable, OMB Circular A-110 “Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations”);
- OMB Circular A-133 “Audits of States, Local Governments and Non-Profit Institutions”;
- “Government-wide Debarment and Suspension (Non procurement),” codified at 21 CFR § 1401 et. seq.;
- “Government-wide Requirements for Drug-Free Workplace (Grants)” (codified at 21 CFR § 1401 et. seq.);
- “New Restrictions on Lobbying” (codified at 18 USC § 1903 and 31 USC § 1352).
- Nondiscrimination in Federally Assisted Programs and Equal Opportunity Plans requirements are codified at USC, Title VI (42 USC § 2000d et seq.).
- Immigration and Naturalization Service Employment Eligibility Verification Form (I-9).

2. Audits conducted pursuant to OMB Circular A-133, “Audits of State and Local Governments”, must be submitted no later than nine (9) months after the close of the grantee’s audited fiscal year. A copy of the audit report and management letter must be sent to:

EOP/ONDCP

Attention: Michael Reles
GSD/RDF (202) 395-6608
Anacostia Naval Annex
Bldg 410/Door 123
250 Murray Lane, SW
Washington, DC 20509
or:
mreles@ondcp.eop.gov

3. During the award period, grantees are required to submit the Federal Financial Reporting (FFR) report to the Department of Health and Human Services, Division of Payment Management (HHS/DPM). Other reporting requirements are specified in the HIDTA Program Policy and Budget Guidance.
4. The recipient gives the awarding agency or the Government Accountability Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the grant.
5. Recipients of HIDTA funds are not agents of ONDCP. Accordingly, the HIDTA, its fiscal agent(s), HIDTA employees, HIDTA contractors, as well as state, local, and federal HIDTA participants either on a collective level or on a personal level shall not hold themselves out as being part of, or representing, the Executive Office of the President or ONDCP.

B. Special Conditions HIDTA Grants

The following special conditions are incorporated into each award document.

1. This grant is awarded for the initiative(s) named above. Variation from the description of activities approved by ONDCP and/or from the budget attached to this letter must comply with the reprogramming requirements as set forth in ONDCP's HIDTA Program Policy and Budget Guidance.
2. This award is subject to the requirements in ONDCP's HIDTA Program Policy and Budget Guidance.
3. No HIDTA funds shall be used to supplant state or local funds that would otherwise be made available for the same purposes.
4. The requirements of 28 CFR Part 23, which pertain to information collection and management of criminal intelligence systems, shall apply to any such systems supported by this award.
5. Special accounting and control procedures must govern the use and handling of HIDTA Program funds for confidential expenditures; i.e. the purchase of information, evidence, and services for undercover operations. Those procedures are described in Section 6-12 of the HIDTA Program Policy and Budget Guidance.
6. The grant recipient agrees to account for and use program income in accordance with the "Common Rule" and the HIDTA Program Policy and Budget Guidance. Asset forfeiture proceeds generated by the HIDTA-funded initiatives shall not be considered as program income earned by HIDTA grantees.

7. Property acquired with these HIDTA grant funds is to be used for activities of the South Florida HIDTA. If your agency acquires property with these funds and then ceases to participate in the HIDTA, you should make this equipment available to the HIDTA's Executive Board for use by other HIDTA participants.
8. All law enforcement entities that receive funds from this grant must report all methamphetamine laboratory seizure data to the National Clandestine Laboratory Database/National Seizure System at the El Paso Intelligence Center.

C. Payment Basis

1. A request for Advance or Reimbursement shall be made using the HHS/DPM system (www.dpm.psc.gov). Copies of invoices or payroll registers must accompany the payment confirmation number to provide documentation for the reimbursement request. Requests for advances must be accompanied by details specifying the need for the advance. Documentation of how the advance was spent must be submitted within 21 days before another advance or reimbursement will be approved.
2. The HIDTAs, or their respective grantees, must utilize the HIDTA program Financial Management System's (FMS) Disbursement module each time they submit a disbursement request to the NHAC. Requests for payment in the DPM system will not be approved unless the required disbursements have been entered into the FMS. Payments will be made via Electronic Fund Transfer to the award recipient's bank account. The bank must be FDIC insured. The account must be interest bearing.
3. Except for interest earned on advances of funds exempt under the Intergovernmental Cooperation Act (31 U.S.C. 6501 et seq.) and the Indian Self-Determination Act (23 U.S.C. 450), grantees and subgrantees shall promptly, but at least quarterly, remit interest earned on advances to HHS/DPM. When submitting your checks, please provide a detailed explanation which should include: reason for check (remittance of interest earned on HIDTA advance payments), check number, grantee name, grant number, interest period covered, and contact name and number.

Ms. Janet Fowler
Division of Payment Management
Department of Health and Human Services
5600 Fishers Lane - Room 11-33
11th Floor - Head House Wing
Rockville, MD 20857

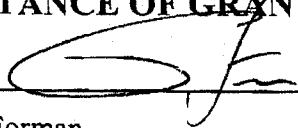
4. The grantee or subgrantee may keep interest amounts up to \$100 per year for administrative purposes.

Grant G10MI0011A

Page 5 of 5

RECIPIENT ACCEPTANCE OF GRANT CONDITIONS

Signature:



Date:

3/12/10

Name:

George Forman

Organization:

Palm Beach County Sheriff's Office

Initiative Cash by HIDTA

FY 2010

Awarded Budget (as approved by ONDCP)

HIDTA	Agency Name	Initiative	Cash	Type	Grant
South Florida	Palm Beach County Sheriff's Office	Palm Beach Narcotics Task Force	100,000.00	Investigation	G10MI0011A
	<i>Agency Total : Palm Beach County Sheriff's Office</i>		100,000.00		
Total			100,000.00		

Budget Detail (award letter)

2010 - South Florida

Initiative - Palm Beach Narcotics Task Force

Award Recipient - Palm Beach County Sheriff's Office (G10MI0011A)

Resource Recipient - Shared

<i>Awarded Budget (as approved by ONDCP)</i>		<i>\$100,000.00</i>
Overtime	Quantity	Amount
Investigative - Law Enforcement Officer		\$100,000.00
Total Overtime		\$100,000.00
	Total Budget	\$100,000.00
