PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY

Meeting Date: Ju	ne 21, 2011	[x]	Consent]]	Regular
Department: Submitted By: Submitted For:			Ordinance Sheriff's Office Sheriff's Office	[]	Public Hearing

I. <u>EXECUTIVE BRIEF</u>

Motion and Title: Staff recommends motion to approve: a Budget Transfer of \$80,688 from the Law Enforcement Trust Fund (LETF) to the Palm Beach County Sheriff's Office (PBSO).

Summary: Florida Statute 932.7055 requires that no less than 15% of the LETF's previous year's revenues be used for the support or operation of drug treatment, drug abuse education, drug prevention, crime prevention, safe neighborhood and school resource officer programs of various non-profit organizations. The PBSO's FY 2011 estimated donation requirement is \$98,015. The funds are requested to aid qualified organizations that meet the requirements set forth in F.S. 932.7055. The PBSO's support of these programs exemplifies its strong commitment to the prevention and reduction of crime throughout the communities it serves and its desire to put money back into these communities to support organizations that provide such services. The current State LETF balance is \$1,695,299. Approval of this request will reduce the State Law Enforcement Trust Fund balance to \$1,614,611. The year-to-date transfer for all donations after approval of this item is \$1,367,684. The PBSO certifies that the use of these funds is in accordance with F.S. 932.7055. Below is a table indicating the organizations the PBSO seeks to fund and the corresponding amount of funding proposed per respective agency. No new positions are needed and no additional County funds are required. Countywide (GB)

ORGANIZATION	AMOUNT
Palm Beach County P.A.L., Inc. – Explorers	\$25,688
Palm Beach County P.A.L., Inc. – School Supplies	\$30,000
The Arc of Palm Beach County, Inc.	\$25,000
·	
Total Amount of Donations	\$80,688

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

Attachments:

Budget Transfer LETF Donation Applications (3)		·
RECOMMENDED BY:	/	6/3/11
APPROVED BY: (1) DEPARTMENT DIF	RECT O R	DATE
ASSISTANT COUN	ITY ADMINISTRATOR	DATE

II. <u>FISCAL IMPACT ANALYSIS</u>

A. **Five Year Summary of Fiscal Impact:** 2013 2014 2015 **Fiscal Years** 2011 2012 Capital Expenditures **Operating Costs** \$80,688 **External Revenues** (\$80,688)Program Income (County) In-Kind Match (County) 0 **Net Fiscal Impact** 0 # Additional FTE **Positions** 0 (Cumulative) YES Is Item Included in Current Budget: NO X Budget Account No.: Fund _____ Agency ____ Org ____ Object __ Reporting Category Recommended Sources of Funds / Summary of Fiscal Impact: The funds are being requested from the State Law Enforcement Trust Fund. No additional County Funds are required. **REVIEW COMMENTS** A. **OFMB Fiscal and/or Contract Administration Comments:** Total funding for/the ARC of Palm Beach of \$50,000. Previous funding of \$25,000 approved December 17,2010, Item 3BB-4. ontract Administration В. ufficien**e**ý: stant County Attorney C. Other Department Review: **Department Director**

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

BOARD OF COUNTY COMMISSIONERS PALM BEACH COUNTY, FLORIDA BUDGET TRANSFER

Page 1 of 1 pages

FUND 1151 LAW ENFORCEMENT TRUST FUND

Date

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED EXPENDED/ BUDGET ENCUMBERED	REMAINING BALANCE
<u>Expenditures</u>	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1						
<u>Transfers</u> 160-1690-9498	Trfr to PBSO Fd 1902	0	1,286,996	80,688	0	1,367,684	
Reserves - New Project 160-9900-9908	ets Reserves - New Projects	2,847,549	1,695,299	0	80,688	1,614,611	·
	TOTAL FUND			\$80,688	\$80,688		
							
						•	

Palm Beach County Sheriff's Office	
INITIATING DEPARTMENT/DIVISION	
Administration/Budget Department Approval	Daan 6/16/11
OFMB Department - Posted	
* \$	SW (11

Signatures

By Board of County Commissioners At Meeting of June 21, 2011

Deputy Clerk to the Board of County Commissioners

Attachment #



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

APPLICATION

1.	Legal name of Organ	nization:	
		Palm Beach County PAL /	Explorers
		Name	
2.	Address:	3228 Gun Club Road	
		West Palm Beach Fl., 3340	96
		CITY, STATE, ZIP	
3.	Executive Director:	Scott Scrivner	
		NAME	
		SIGNATURE	
		(561)-242-5816	Scrivners@pbso.org
		TELEPHONE NUMBER	E-MAIL ADDRESS
		FEID #:65·0461384	
4.	Fiscal Agent:	Christopher Johnson	
		NAME	
		SIGNATURE	
		(561)-346-5893 TELEPHONE NUMBER	johnsonc1207@bellsouth.net E-MAIL ADDRESS
5.	Date:	321/11	_
		DATE	



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

Or	Organization Name: Palm Beach County PAL/Explorers			
	LETF Funding Request (MUST match total on Financial Application): \$25688			
1.	What service will your organization provide through the use of Law Enforcement Trust Funds?			
	 School Resource Officers Drug Treatment Program Crime Prevention Safe Neighborhood Drug Abuse Education Drug Prevention Programs 			
2.	Organization Purpose: The Palm Beach County PAL/Explorer Program is a youth program			
	that targets youth in need of positive role models and positive alternatives. Our mission and			
	purpose is to facilitate the development of productive citizens through hands on training.			
3.	Provide a brief summary of program's activities/services to be funded: Explorers train			
	in many different areas of the law enforcement profession, in hopes of someday pursuing a			
	career in law enforcement. One way to test an Explorer's knowledge is through			
	competitions and conferences. These funds will be utilized to train and challenge the			
	minds of our Explorers and better prepare them for a career in the Criminal Justice Field.			
4.	What results are you committed to achieving? The Explorer Program has been a proven			
	success in giving Explorer the opportunity to become positive role models with their peers.			
	their post members, the community, and someday, in their careers. The Explorers have			
	gained knowledge and have learned how to deal with their problems through positive			
	interactions with their Advisors. Sheriff's Deputies and the community. Our end result is to			
	develop productive citizens that are eager and willing to give back to society.			



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

FINANCIAL APPLICATION

03

Period Covered (one year) From: _03_/_01_/_2011_ To: __02_/__28_/2012__

No.	Expense	Program Total	LETF Request	LETF
1.	Salaries	\$0	\$0	0%
2.	Employee Benefits/Payroll Taxes	\$0	\$0	0%
3.	Professional Fees	\$0	\$0	0%
4.	Occupancy/Utilities	\$0	\$0	0%
5.	Telephone	\$0	\$0	0%
6.	Postage/Shipping	\$0	\$0	0%
7.	Printing & Publications	\$0	\$0	0%
8.	Supplies	\$0	\$0	0%
9.	Travel	\$ 400.00	\$ 400.00	100%
10.	Meetings	\$ 24,968.00	\$ 24,968.00	100%
11.	Miscellaneous Expenses	\$ 320.00	\$ 320.00	100%
	Total Expenses	\$ 25,688.00	\$ 25,688.00	100%



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

Budget Narrative

Provide detailed description for each expense listed on the Financial Application You may attach additional sheets if necessary.	٦.
Salaries (list employees and individual compensation): N/A	
Professional Fees (list vendor and type of service provided):_N/A	_
	_
Occupancy/Utilities (list utilities): N/A	
	_
Telephone (provide telephone numbers): N/A	
	_
	_
Printing & Publications (list type of material): N/A	



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

Supplies (list supplies/equipment): N/A
Travel (individuals traveling, destination and purpose): Explorers and Advisors will be traveling to
their State Conference, which is a week long. We are requesting \$ 400.00 to cover the
cost of meals and items not included in the conference fee.
Meetings (attendees, purpose, items needed for meeting): The State Conference is a week long
conference that focuses on training and team competitions. The cost for the State
Conference is \$445.00 per person. We are asking for funding for 32 Explorers and 8
Advisors. The Total Conference fee would be \$17,800.00.
The Explorers will be attending their September State Delegates Conference. We are
asking for funding for 16 Explorers and 4 Advisors at a cost of \$358.40 per person. Totaling \$7,168.00.
Totaling \$7,100.00.
Miscellaneous Expense (specify items): We are requesting shooters and competition fees
of \$10.00 per person to be funded. This would be for 32 Explorers, totaling \$320.00.
· .



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

APPLICATION CERTIFICATION

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

	and, a trace of a corporation of
Scott Surverice	DIRECTOR
Name (please print)	Title (please print)
Signature	<u>4/15/u</u>
NOTARY SECTION:	
State of Florida	
County of Palm Beach	
April , 2010 by Scott	owledged and subscribed before me this 15 day of Scrivner (name of individual) as (name
of organization/ agency), who is per	sonally known to me or who produced
·	as identification.
Dawn & Hall	
Notary Public	**************************************
My Commission Expires:	Notary Public State of Florida Dawn S Half My Commission DD842504 Expires 01/02/2013

Additional Budget Narrative

The Explorer Program is designed for young men and women between the ages of 14 and 21 years of age, who are interested in the field of law enforcement and community service. Many of the targeted youth come from different social and economic backgrounds, often dealing with single parent homes lacking moral and ethical support. The Explorer program gives the youths a positive environment to learn and discuss things that are going on in their lives and come up with positive ways to overcome the obstacles.

The Explorers have the opportunity to learn, first-hand, about various aspects of criminal justice and law enforcement. They are required to attend a basic and advanced Explorer summer academy. Some of the law enforcement-related courses taught during this academy include: Patrol Procedures, Arrest Techniques. Report Writing, Ethics and Professionalism, Traffic Control, Traffic Stops (unknown and high risk), Search and Seizure, Crime Scene, Courtroom Testimony, Human Relations, Firearm Safety, Gang Resistance, Crime Prevention, Safe Neighborhoods, Drug Prevention and Basic First Aid.

The Explorers also participate in numerous community service events throughout Palm Beach County. They assist with traffic control, parking, bicycle rodeos, fingerprinting small children, Crime Prevention, Parades, and many other community activities.

The Explorers are current members of the Florida Sheriff's Explorers Association. Being apart of this association gives the Explorers an opportunity to come together with other Sheriff's Explorer posts throughout the state of Florida in an effort to further the knowledge and understanding of law enforcement and To further the relationship between the youth and their communities while representing their respective agencies. The Explorers travel throughout the year around the State of Florida to train, compete, attend delegates meetings, and Explorer Training Camps.

The Palm Beach County Explorers are a participating member of Learning for Life (subsidiary of Boy Scouts of America). Neither, the Learning for Life or Boy Scouts of America funds our programs. The Advisors from Explorer Post #111(East) and #611 (West) are submitting this request for your financial assistance in order for them to attend their training events throughout the year.

The Explorers constantly work hard trying to raise money by doing various fundraising events, such as: BBQ's, Concert Parking, Bike Races, Holiday Light Display, etc. Our fundraising activities are limited due to our numerous public relation activities worked throughout the county, representing the Palm Beach County Sheriff's Office. The few funds that are raised will be used for their annual rewards trip and training events that are not covered through the LETF funds.

Cost Factors Associated with attending the Explorer Training and Competitions:

Florida Sheriff's Explorer Association State Conference hosted this year by Broward County Sheriff's Explorers. The State Conference is a week long conference that focuses on training and team competitions. This year's competitions include:

Scenario-based

- ♦ Domestic Disturbance
- ♦ Crisis Intervention
- ♦ Crime Scene
- ♦ Active Shooter
- Unknown Risk Traffic Stop
- ♦ Deputy Down

Range:

- ♦ Co2
- ♦ Revolver
- ♦ Semi-Automatic

Drill & Ceremony

Physical Challengers

Explorer Academy

- ♦ Basic
- ♦ Advanced

Federal Air Marshal Service's Flying Armed Training Course

Bomb Squad

◆ Explorers will suite up and experience a scenario, where they play the role of the responder.

The cost for the State Conference is \$445.00 per person. We are asking for funding for 32 Explorers and 8 Advisors. The Total Conference fee would be $(40 \text{ X} \pm 445.00) = \pm 17,800.00$.

The Explorers will be attending the Florida Sheriff's Explorer Association September 2011 Delegates Conference. The Cost is \$358.40 per person. We are requesting funding for 16 Explorers and 4 Advisors (20 X \$358.40) = \$7,168.00

We are requesting under travel, \$400.00 for items and meals that are not included in the conference fees.

For Miscellaneous Expense we are requesting shooters and competition fees of 10.00 per person. This would be for 32 Explorers, $(32 \times 10.00) = \frac{$320.00}{}$

Total request LETF \$25,688.00



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

APPLICATION

Legal name of Organization: Palm Beach County P.A.L. Inc.					
	FEID #: 65-0461384	·			
Address:	3228 Gun Club ROad				
	STREET ADDRESS				
	West Palm Beach, FL 3	3406			
	CITY, STATE, ZIP				
Executive Director:	Scott Scrivner				
	NAME				
	SIGNATURE				
,	561-242-5816	scrivners@pbso.org			
	TELEPHONE NUMBER	E-MAIL ADDRESS			
		,			
Fiscal Agent:	Christopher Johnson				
	NAME				
	SIGNATURE				
	561-346-5893	johnsonc1207@bellsouth.net			
	TELEPHONE NUMBER	E-MAIL ADDRESS			
· ·	,				
Date:	2/33/3011	*			



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

Organization Name: Palm Beach County P.A.L., Inc.	
LETF Funding Request (MUST match total on Financial Application):	\$30,000.00
What service will your organization provide through the use of Law Enfo Funds?	orcement Trust
✓ Crime Prevention Program	
Drug Abuse Education	·
Drug Prevention Program	
Drug Treatment Program	
Safe Neighborhood	
School Resource Officers	

Organization Purpose:

To provide organized and supervised recreation and education programs under the leadership of law enforcement to help establish positive relationships between youth and their communities.

Provide a brief summary of program's activities/services to be funded:

Funded items will include a backpack, an age appropriate educational kit which contains most of the supplies required per school lists. We are utilizing our community policing deputies to identify the families in need of school supplies. In addition we are providing necessary school supplies to our adopted school centers and will be identifying schools who have 90% free and reduced lunch population for assistance with supplies, this information is provided to us from the school board administration. We will distribute pamphlets on gang violence, bullying and the Computer Cop cd's for the parents. The Finnegan and Dory safety tip book will also be included as well as an open forum for parents to talk to deputies while they distribute the supplies.

What results are you committed to achieving?

These efforts are geared towards starting a child off with the necessary tools to have a successful learning experience, and to be on the same playing field as other students who are supported financially by their families. As well as to inspire the rapport with the deputies who identify and assist with distributuion of supplies.



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

FINANCIAL APPLICATION

Period Covered (one year)

From:

July 1, 2011

To: June 30, 2012

No.	Expense	Program Total	LETF Request	LETF
		Total	rtoquest	
1.	Salaries			0.00%
2.	Employee Benefits/Payroll Taxes			0.00%
3.	Professional Fees			0.00%
4.	Occupancy/Utilities			0.00%
5	Telephone			0.00%
6.	Postage/Shipping			0.00%
7.	Printing & Publications			0.00%
8.	Supplies	\$30,000.00	\$30,000.00	100.00%
9.	Travel			0.00%
10.	Meetings			0.00%
11.	Miscellaneous Expenses			0.00%
	Total Expenses	\$30,000.00	\$30,000.00	100.00%



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

Budget Narrative		
Provide detailed description for each expense listed on the Financial A You may attach additional sheets if necessary.	pplication	on.
Salaries (list employees and individual compensation):		
Professional Fees (list vendor and type of service provided): n/a		
Occupancy/Utilities (list utilities): n/a		
Telephone (provide telephone numbers):		
Printing & Publications (list type of material):		



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

Supplies	(list	supplies/ed	quip	ment)):
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1400 @ \$12.35 each Elementary educational kits \$17,290 1950 @\$5.70 each Backpacks \$11,115 1595 @\$1.00 each Composition books & crayons \$1,595

Travel (individuals traveling, destination and purpose):

Meetings (attendees, purpose, items needed for meeting):

Miscellaneous Expense (specify items):



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

APPLICATION CERTIFICATION

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

COTT SCRUNE	DRECTOR
Name (please print)	Title (please print)
Signature	<u>5/23/11</u> Date
NOTARY SECTION:	
State of Florida	
County of Palm Beach	on/
The foregoing Agreement was acknowledged and MOUL, 2011 by Scott Scriver (title) of Po	subscribed before me this 23 day of (name of individual) as
of organization/ agency), who is personally known	to me or who produced
Notary Public as identi	·
My Commission Expires:	



FIRST ADDENDUM TO THE PALM BEACH COUNTY SHERIFF'S OFFICE STATE LAW ENFORCEMENT TRUST FUND AGREEMENT

PALM BEACH COUNTY SHERIFF'S OFFICE AND THE ARC OF PALM BEACH COUNTY, INC.

This First Addendum to the Palm Beach County Sheriff's Office State Law Enforcement Trust Fund (LETF) Agreement is made by and between The ARC of Palm Beach County, Inc. (hereinafter referred to as "Recipient"), and Palm Beach County Sheriff's Office, (hereinafter referred to as "Agency"). Recipient and Agency shall hereinafter be referred to as the "Parties."

WHEREAS, the Parties executed the Agency's LETF Agreement for the period of January 1, 2011 through December 31, 2011 (the "Agreement"), whereby the Recipient was awarded LETF funds to be used for the purposes stated within said Agreement; and

WHEREAS, the Recipient has requested and been granted additional funding.

NOW, THEREFORE, in consideration of the mutual covenants herein contained the receipt and sufficiency of which are hereby acknowledged, it is agreed upon as follows:

- 1. The Recipient has requested additional funding of Twenty Five Thousand Dollars (\$25,000) and the Agency has granted the request.
- 2. "Attachment A" to this Addendum, incorporated as if fully stated herein, shall replace "Attachment A" to the Agreement.
- 3. In all other respects, the terms and conditions of the Agreement shall continue unchanged and in full force and effect.

IN WITNESS WHEREOF, Parties hereto have executed the Addendum to the Agreement as of the last date all signatures below are affixed.

PALM BEACH COUNTY SHERIFF'S OFFICE	THE ARC OF PALM BEACH COUNTY, INC.
BY:	BY: Mollin
Ric L. Bradshaw	Print Name: Michael Page
Title: Sheriff	Title: Executive Director
Witness: Kylly Mephand	Witness: Kussel Huerl
DATE: 5/24/11	DATE: 5/10/2011

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



APPLICATION

1.	Legal name of Organi	zation: The Arc of Palm Beach County, Inc.	
		The Arc of Palm Beach County	
		Name	
2.	Address:	1201 Australian Ave	
		STREET ADDRESS	
		Riviera Beach, FL 33404	
		CITY, STATE, ZIP	
3.	Executive Director:	Michael Papa	
		SIGNATURE	
		(561) 842-3213	
		TELEPHONE NUMBER E-MAIL ADDRESS	
		Tax ID #: 59-0883386	
4.	Fiscal Agent:	Russell Greene	
		Hull Treese	
		SIGNATURE	
		(561) 842-3213 rgreene@arcpbc.org TELEPHONE NUMBER E-MAIL ADDRESS	
5.	Date:	D4/27/2011	



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

Organization Name:	The Arc of Palm	Beach County	(Recreation	Department)

LETF Funding Request (MUST match total on Financial Application): \$50,000.00

- 1. What service will your organization provide through the use of Law Enforcement Trust Funds?
 - □ School Resource Officers
 - Drug Treatment Program
 - □ Crime Prevention

 - □ Drug Abuse Education
 - Drug Prevention Programs
- 2. Organization Purpose: To provide positive recreational activities to children and adults with disabilities who would other wise have no access to structured activities during non-school hours and during the day. People with disabilities are at risk for being victimized due to their disability as well as at risk for negative behaviors due to the lack of structured activities.
- 3. Provide a brief summary of program's activities/services to be funded: Special events and programs for children and adults with disabilities. A scholarship fund for persons who can not afford program fees during the year. Staff payroll to Sea World trip, staff trainings, Supplies for programs and events, brochures, flyers, banners, table cloths, mailings, storage of supplies, specialized life skill classes. Add additional time frames to existing programs. Recreational services will offer opportunities to children and adults with special needs in a self contained setting or integrating them into existing city sponsored programs during non school days, during the day, evenings and some Saturdays.
- 4. What results are you committed to achieving? Keeping children and adults with disabilities safe during non school days, during the day for adults, some evening's and weekends. Programs will provide positive activities and teach participants safe social skills while they are out in the community. This will help in preventing crime towards people with disabilities by offering them supervised safe alternatives during these time frames in which they would have no were else to go or be home with a non structured activity.



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

FINANCIAL APPLICATION

Period Covered (one year) From: <u>1 / 01 / 11</u> To: _12 / 31 / 11_

No.	Expense	Program Total	LETF Request	LETF
1.	Salaries	\$ 155,170.00	\$ 11,000.00	7%
2.	Employee Benefits/Payroll Taxes	\$ 11,871.00	\$841.00	7%
3.	Professional Fees	\$ 650.00	\$0	0%
4.	Occupancy/Utilities	\$ 33,920.00	\$0	0 %
5.	Telephone	\$ 2,100.00	\$ 1,200.00	57%
6.	Postage/Shipping	\$ 2,000.00	\$1,800.00	90%
7.	Printing & Publications	\$3,000.00	\$2,000.00	67%
8.	Supplies	\$ 12,500.00	\$ 9,049.00	72%
9.	Travel	\$ 20,481.00	\$1,500.00	7%
10.	Trainings/Meetings	\$1,000.00	\$ 1,000.00	100%
11.	Miscellaneous Expenses	\$ 21,610.00	\$ 21,610.00	100%
	Total Expenses	\$264,302.00	\$ 50,000.00	19%



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

Budget Narrative

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

Salaries (list employees and individual compensation): Direct care staff for Sea World trip
and other programs offered. A list of staff will be attached that were paid on payroll for Sea
World trip and programs during the year. \$11,000
Professional Fees (list vendor and type of service provided):
Occupancy/Utilities (list utilities):
Telephone (provide telephone number): 561-252-8891 - \$1,200
Includes text and e-mail service.
Printing & Publications (list type of material): Program Brocures, flyers, program event mailers and table cloths with The Arc's agency logo. \$2,000
Cost for send out postage and shipping for brocures, flyers mailings. \$1,800
Supplies (list supplies/equipment): Supplies for all programs and events: cooking
accessories, sports equipment, photo supplies plus equipment, shirts for participants and staff.
Backpacks, communication devices, ink for printers and supplies for operation i.e., paper
products, fax machine & supplies and program display boards.
*A list of all supplies purchased and receipts will be provided. \$9,049



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

TGIF group with direct care staff to
Sea World in Orlando, FL includes charter bus & driver \$1,500
The state of the
Meeting (attendage number items and 15 cm.)
Meeting (attendees, purpose, items needed for meeting): Professional staff trainings
provided by instructors i.e., CPR, First aide, quality improvement, ADA, certification etc
A list of trainers and staff will be proved along with receipts. \$1,000
Miscellaneous Expense (specify items): Program scholarship fund - \$12,500 (provided to
persons who need specialized services provided by The Arc); larger storage facility - \$2,610;
cooking club/lessons - \$1000; Sea World entrance/food and beverages - \$1,500; program
field trips for all programs - \$4,000
*List of all supplies and receipts will be provided. \$21,610

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



APPLICATION CERTIFICATION

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

Julie Lobdell Name (please print)	<u>Director of Recreation and Community Programs</u> Title (please print)	
Signature Shoull	4/28/11 Date	
NOTARY SECTION:		
State of Florida		
County of Palm Beach		
	dged and subscribed before me this <u>28th</u> day of <u>1e11</u> (name of individual) as e) of <u>TheAu</u> (name	9
of organization/ agency), who is personal		
My Commission Expires:		

