

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

Meeting Date: July 19, 2011 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 \$89,742, for the Palm Beach County Narcotics Task Force, for the period of January 1, 2011, through December 31, 2012; **B) Approve** a budget amendment of \$89,742 in the Sheriff's Grant Fund.
and

Summary: On March 11, 2011, 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 Narcotics Task Force. There is no match requirement associated with this award. No additional positions are needed and no additional County funds are required. Countywide (GB)

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 G11MI0011A.

Attachments:

- 1. Budget Amendment
- 2. Award Letter
- 3. Grant Modification 1

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RECOMMENDED BY: _____
DEPARTMENT DIRECTOR DATE

APPROVED BY: *pdh* _____
ASSISTANT COUNTY ADMINISTRATOR DATE *7/15/11*

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2011	2012	2013	2014	2015
Capital Expenditures	0				
Operating Costs	\$89,742				
External Revenues	(\$89,742)				
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 1152 Agency 160 Org 2207 Object 6600

Reporting Category _____

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

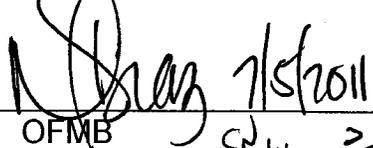
High Intensity Drug Trafficking Area (HIDTA) Program grant is funded through the Office of National Drug Control Policy. There is no match requirement associated with this award. No additional positions are needed and no additional County funds are required.

Palm Beach County Narcotics Task Force	<u>\$89,742</u>
Total Program Budget	\$89,742

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

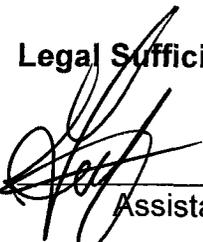
III REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

 _____ OFMB	 _____ Contract Administration
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Handwritten notes: 7/15/11, 7/11/11, 7/11/11

B. Legal Sufficiency:



 Assistant County Attorney

Handwritten note: 7/14/11

C. Other Department Review:

 Department Director

11- 0918

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 Narcotics Task Force								
160-2207-6600	Private Grant - Other Public Safety	0	0	89,742		89,742		
TOTAL REVENUES		4,760,729	\$11,289,661	\$89,742	\$0	\$11,379,403		
Expenditures								
Palm Beach County Narcotics Task Force								
160-2207-9498	Transfer to Sheriff's Grant Fund	0	0	89,742		89,742		
TOTAL EXPENDITURES		4,760,729	\$11,289,661	\$89,742	\$0	\$11,379,403		

Attachment #

Palm Beach County Sheriff's Office

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

Signatures

Date

 _____

7/19/2011

SN 7/1/11

By Board of County Commissioners
At Meeting of July 19, 2011

Deputy Clerk to the
Board of County Commissioners



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

March 11, 2011

CFO George Forman
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 G11MI0011A) has been awarded in the amount of \$37,692. 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 Grant Agreement, including certain Special Conditions, is 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 to:

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

Or via email to your respective NHAC accountant.

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.

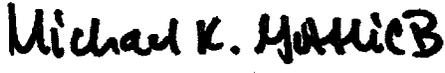
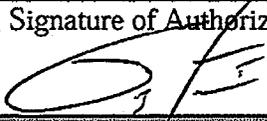
Sincerely,

Michael K. Gottlieb

Michael K. Gottlieb
Acting National HIDTA Director

Enclosures

Attachment # 2

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: G11MI0011A	
		5. Grant Period: From 01/01/2011 to 12/31/2012	
1A. Recipient IRS/Vendor No.: 1596000786A3		6. Date: 3/11/2011	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 Multiple		10. Amount of This Award: \$37,692	
		11. Total Award: \$37,692	
12. Consistent with Public Law 111-322, the Continuing Appropriations Act, 2011, this document provides a total budget and spending ceiling as reflected in Block 10 of the Grant Award document, which represents funding at the rate of 42% of the fiscal year 2010 funding level. Accordingly, the sum of all budgets cannot exceed the award amount reflected in Block 10 of the Grant Award document. The Office of National Drug Control Policy acknowledges that the aforementioned funding level is below the stated budget requirements; however, additional funding cannot be made available until enacted through public law.			
13. Statutory Authority for Grant: Public Law 111-322			
AGENCY APPROVAL		RECIPIENT ACCEPTANCE	
14. Typed Name and Title of Approving Official Michael K. Gottlieb Acting National HIDTA Director		15. Typed Name and Title of Authorized Official George Forman Palm Beach County Sheriff's Office	
16. Signature of Approving ONDCP Official 		17. Signature of Authorized Recipient/Date 	
AGENCY USE ONLY			
18. Accounting Classification Code DUNS: 182809921 EIN: 1596000786A3		19. HIDTA AWARD OND10B3SE1112 OND2000000 OC4101	

GRANT CONDITIONS

A. General Provisions

1. This grant is subject to:
 - OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Government; 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.); and
 - 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. Grantees are required to submit Federal Financial Reports (FFR) 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 basis 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, this equipment must be made 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 at the address provided below. 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

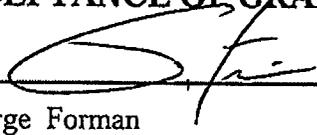
Via U.S. Postal Mail:
P.O. Box 6021
Rockville, MD 20852

Via FedEx:
7700 Wisconsin Avenue
10th Floor
Bethesda, MD 20814

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

RECIPIENT ACCEPTANCE OF GRANT CONDITIONS

Signature:



Date:

3/2/11

Name:

George Forman

Organization:

Palm Beach County Sheriff's Office

Initiative Cash by HIDTA

FY 2011

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	89,742.00	Investigation	G11MI0011A
	<i>Agency Total : Palm Beach County Sheriff's Office</i>		89,742.00		
Total			89,742.00		

Budget Detail

2011 - South Florida

Initiative - Palm Beach Narcotics Task Force

Award Recipient - Palm Beach County Sheriff's Office (G11MI0011A)

Resource Recipient - Shared

Awarded Budget (as approved by ONDCP)		\$89,742.00
Overtime	Quantity	Amount
Investigative - Law Enforcement Officer		\$89,742.00
Total Overtime		\$89,742.00
	Total Budget	\$89,742.00



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

May 31, 2011

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

Dear Mr. Forman:

Grant number G11MI0011A has been increased and now totals \$89,742.00.

The original of Modification 1 is enclosed. If you accept this Modification, sign the Modification and return a copy to the Assistance Center in Miami. Keep the original Modification for your file.

All terms and conditions of the original award apply to the Modification. If you have any questions pertaining to this grant award, please feel free to contact Lisa Newton at (202) 395-6639.

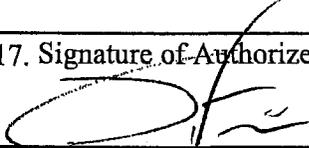
Sincerely,


Michael L. Gottlieb
Acting National HIDTA Director

Enclosures

Attachment # _____

3

Executive Office of the President Office of National Drug Control Policy		AWARD Grant	Page 1 of 1
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: G11MI0011A	
		5. Grant Period: From 01/01/2011 to 12/31/2012	
1A. Subrecipient IRS/Vendor No.	6. Date: 5/31/2011	7. Action	
Subrecipient Name and Address	8. Supplement Number 1	Initial	
		<input checked="" type="checkbox"/> Supplemental	
2A. Subrecipient IRS/Vendor No.:	9. Previous Award Amount:	\$37,692.00	
3. Project Title	10. Remaining Amount:	\$52,050.00	
Multiple	11. Total Award:	\$89,742.00	
12. <ul style="list-style-type: none"> The above grant is approved subject to such conditions or limitation as are set forth in the original Grant. Consistent with P.L. 112-10, the Department of Defense and Full-Year Continuing Appropriations Act, 2011, this Grant Award document provides additional funding in the amount indicated in Block 10. This amount, together with the amount equivalent to 42% of the fiscal year 2010 funding level previously made available, as indicated in Block 9, represents the total FY2011 budget and spending ceiling for this initiative, as indicated in Block 11. The budget attached to the original award is consistent with this full award amount. 			
13. Statutory Authority for Grant: Public Law 112-10			
AGENCY APPROVAL		RECIPIENT ACCEPTANCE	
14. Typed Name and Title of Approving Official Michael K. Gottlieb Acting National HIDTA Director		15. Typed Name and Title of Authorized Official George Forman Palm Beach County Sheriff's Office	
16. Signature of Approving ONDCP Official 		17. Signature of Authorized Recipient/Date  6/9/11	
AGENCY USE ONLY			
18. Accounting Classification Code DUNS: 182809921 EIN: 1596000786A3		19. HIDTA AWARD OND10B3SE1112 OND2000000 OC 4101	

Initiative Cash by HIDTA

FY 2011

Current Budget (net of reprogrammed funds)

HIDTA	Agency Name	Initiative	Cash	Type	Grant
South Florida	Palm Beach County Sheriff's Office	Palm Beach Narcotics Task Force	89,742.00	Investigation	G11MI0011A
	<i>Agency Total : Palm Beach County Sheriff's Office</i>		89,742.00		
Total			89,742.00		

Budget Detail

2011 - South Florida

Initiative - Palm Beach Narcotics Task Force

Award Recipient - Palm Beach County Sheriff's Office (G11MI0011A)

Resource Recipient - Shared

Awarded Budget (as approved by ONDCP)

\$89,742.00

Overtime	Quantity	Amount
Investigative - Law Enforcement Officer	52050	\$89,742.00
Total Overtime		\$89,742.00
Total Budget		\$89,742.00