

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

Meeting Date: March 12, 2013 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 approve: a Budget Transfer of \$37,202 from the Law Enforcement Trust Fund (LETF) to the Palm Beach County Sheriff's Office (PBSO).

Summary: Florida Statute 932.7055(5) provides that the seizing agency shall use Forfeiture proceeds for school resource officer, crime prevention, safe neighborhood, drug abuse education and prevention programs, or for other law enforcement purposes, which include defraying the cost of protracted or complex investigations, providing additional equipment or expertise, purchasing AED's, and providing matching grant funds. F.S. 932.7055(5) also 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 2013 estimated donation requirement will not be finalized until year-end close-out. 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 year-to-date transfer for all donations to outside organizations after approval of this item is \$659,627. The funds are requested here are to aid PBSO and qualified organizations that meet the requirements set forth in F.S. 932.7055. Use of LETF requires approval by the Board, upon request of the Sheriff. The current State LETF balance is \$1,945,800. Approval of this request will reduce the State Law Enforcement Trust Fund balance to \$1,908,598. 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 organization or agency. No new positions are needed and no additional County funds are required. Countywide (PGE)

ORGANIZATION	AMOUNT
Comprehensive Alcoholism Rehabilitation Programs, Inc.	\$8,350
Kids in Distress	\$10,000
National Campaign to Stop Violence – Do the Write Thing	\$5,000
PBSO – Narcotics Division	\$5,502
Sunset House, Inc.	\$8,350
Total Amount	\$37,202

Background and Justification:
(Continued on Page 3)

Attachments:

- 1. Budget Transfer
- 2. LETF Donation Applications (5)

RECOMMENDED BY: _____
DEPARTMENT DIRECTOR DATE

APPROVED BY: for Patty Huddle 3/6/13
ASSISTANT COUNTY ADMINISTRATOR DATE

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2013	2014	2015	2016	2017
Capital Expenditures					
Operating Costs	\$37,202				
External Revenues	(\$37,202)				
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:

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

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

Jehadul 2/25/13
OFMB
SD 2/25/13 ok 4/25

Dr. J. [Signature] 3/5/13
Contract Administration
3-17 B W heeler

B. Legal Sufficiency:

Penelope E. Easley 3/5/13
Assistant County Attorney

C. Other Department Review:

Department Director

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

(Continued from Page 1)

Background and Justification: The Palm Beach County Sheriff's Office is dedicated to providing the most efficient and effective law enforcement services and also has a long-standing commitment to the reduction of crime and implementation of crime and drug prevention programs within Palm Beach County. In accordance with F.S. 932.7055, PBSO will purchase specialized equipment to assist the United States Department of Veterans Affairs in their investigations. This Statute also 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 by the organizations listed above and by PBSO is in accordance with F.S. 932.7055.

**BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET TRANSFER**

FUND 1151 LAW ENFORCEMENT TRUST FUND

BEX 160 022513-1175

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED	REMAINING BALANCE
Expenditures								
Transfers								
160-1690-9498	Trfr to PBSO Fd 1902	0	1,250,442	37,202	0	1,287,644		
Reserves - New Projects								
160-9900-9908	Reserves - New Projects	3,196,242	1,945,800	0	37,202	1,908,598		
	TOTAL FUND			<u>\$37,202</u>	<u>\$37,202</u>			

Palm Beach County Sheriff's Office

Signatures

Date

By Board of County Commissioners
At Meeting of March 12, 2013

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

[Signature]

[Signature]

[Signature]

3/1/2013

*SW
2/25/13*

Deputy Clerk to the
Board of County Commissioners

Attachment #



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

Attachment A

APPLICATION

Organization Name: Comprehensive Alcoholism Rehabilitation Programs, Inc. (CARP)

FEID #: 59-1447364

Web Address: www.carpinc.org

Address: 5410 East Avenue
STREET ADDRESS

West Palm Beach, FL 33407

CITY, STATE, ZIP

Executive Director: Robert P. Bozzone

NAME



SIGNATURE

561-844-6400 ext. 220

ceo@carpinc.org

TELEPHONE NUMBER

E-MAIL ADDRESS

Fiscal Agent: Saood Quadri

NAME



SIGNATURE

561-844-6400 ext. 211

accdir@carpinc.org

TELEPHONE NUMBER

E-MAIL ADDRESS

Date: August 27, 2012

DATE



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

Attachment A

Organization Name: Comprehensive Alcoholism Rehabilitation Programs, Inc. (CARP)

LETFF Funding Request (MUST match total on Financial Application): \$8,350.00

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

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

Organization Purpose:

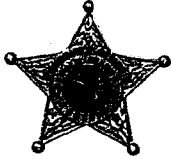
The mission of CARP, Inc. is to provide prevention, education and treatment services through a Continuum of Care to individuals and families affected by alcoholism, drug dependency and co-occurring disorders to achieve an abstinence-based recovery.

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

Approximately 90% of clients seeking treatment services at CARP, Inc. are Palm Beach County residents and present at or below the federal poverty level. Years of severe alcoholism and chronic drug addiction have resulted in neglect of personal health and wellness, creating an array of unmet medical and legal needs. If left unresolved, these needs create impediments to successful treatment and recovery process. To address these unfunded needs, CARP, Inc. has established the Special Needs Client Fund. Funds received from LETFF will support the special needs of these clients and provide access to essential medical, dental, psychiatric and eye examinations; purchase eye glasses, medications, and prosthetics; and assist clients with acquiring identification and legal documents.

What results are you committed to achieving?

100% of funding received from LETFF will be used to assist adult females admitted to CARP, Inc.'s Women's Residential Treatment Program with accessing essential health, medical and legal services (listed above) that are unfunded by any funding sources. At the conclusion of the grant cycle, CARP, Inc. will provide LETFF with a detailed accounting of how funds have been expended to assist female clients in treatment. Last year, 204 unduplicated females participated in CARP's Residential Treatment Program with an 83% program completion rate.



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

Attachment A

FINANCIAL APPLICATION

Period Covered (one year) From: July 1, 2012 To: June 30, 2013

No.	Expense	Program Total	LETF Request	LETF
1.	Salaries	\$245,066.00		0.00%
2.	Employee Benefits/Payroll Taxes	\$43,721.00		0.00%
3.	Professional Fees	\$48,526.00		0.00%
4.	Occupancy/Utilities	\$138,895.00		0.00%
5.	Telephone	\$6,296.00		0.00%
6.	Postage/Shipping	\$439.00		0.00%
7.	Printing & Publications	\$2,079.00		0.00%
8.	Supplies	\$1,557.00		0.00%
9.	Travel	\$0.00		0.00%
10.	Meetings	\$1,018.00		0.00%
11.	Miscellaneous Expenses	\$12,040.00	\$8,350.00	69.35%
	Total Expenses	\$499,637.00	\$8,350.00	1.67%



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

Attachment A

Budget Narrative

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

Salaries (list employees and individual compensation):

Program Director	\$50,690
Counselor	\$36,504
Counselor	\$41,018
Counselor	\$40,019
3- Behavioral Health Techs @ \$18,720/each	\$56,160
Behavioral Health Tech	\$20,675

Professional Fees (list vendor and type of service provided):

Viniar - External Public Auditor / Miller Kanter - Financial Consultant
The Pension Studio - Pension & Deferred Compensation
TEK Systems - MIS Consultant
Schwed, McGinley, Kahle - Attorney
Nonprofits First - Nonprofit Certification
Iron Mountain, Inc. - Professional medical records storage
UCAC, Inc. - Unemployment Consultant
Ceridian - COBRA Services / Ed Adams - Financial Consultant

Occupancy/Utilities (list utilities):

Florida Power & Light Company
Florida Public Utilities Company
Glades Utility Authority
Waste Management
City of WPB - Utilities
Town of Mangonia Park, Utilities Department

Telephone (provide telephone numbers):

561-844-6400
561-844-2947
561-844-8660
561-992-1351

Printing & Publications (list type of material):

Copying expenses (correspondence, records, etc)
Print services (Annual Report, brochures and other agency publications)
Printer Cartridges



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

Attachment A

Supplies (list supplies/equipment):

Miscellaneous Office supplies (pens, pencils, paper, file folders, clips, envelopes, etc.)

Travel (individuals traveling, destination and purpose):

N/A

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

Expenses for program and staff development including Weekly Executive Meeting, Program Directors' Weekly Meeting, QIE Meeting, Pharmacy Meeting and Nurses Meeting

Miscellaneous Expense (specify items):

Event Expenses
Incidental Staff Expenses
Client-related expenses including medical, dental, psychiatric and eye examinations; purchase eye glasses, medications, and prosthetics; and assist clients with acquiring identification and legal documents.



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

Attachment A

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.

Robert P. Bozzone
Name (please print)

Executive Director & CEO
Title (please print)

[Signature]
Signature

08/28/2012
Date

NOTARY SECTION:

State of Florida

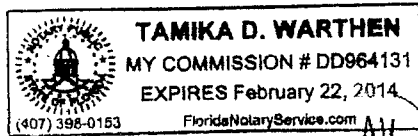
County of Palm Beach

The foregoing Agreement was acknowledged and subscribed before me this 28th day of August, 2012 by Robert P. Bozzone (name of individual) as Executive Director & CEO (title) of CARP, Inc. (name of organization/ agency), who is personally known to me or who produced _____ as identification.

[Signature]
Notary Public

My Commission Expires:

February 22, 2014





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

Attachment A

APPLICATION

Organization Name: Kids in Distress

FEID #: 59-1927289

Web Address: www.kidinc.org

Address: 819 NE 26th Street

STREET ADDRESS

Wilton Manors, Fl 33305

CITY, STATE, ZIP

Executive Director: Mark Dhooge

NAME

SIGNATURE

954-390-7654

markdhooge@kidinc.org

TELEPHONE NUMBER

E-MAIL ADDRESS

Fiscal Agent: Monica Navarro

NAME

SIGNATURE

monicanavarro@kidinc.org

TELEPHONE NUMBER

E-MAIL ADDRESS

Date:

DATE



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

Attachment A

Organization Name: Kids in Distress

LETF Funding Request (MUST match total on Financial Application): \$10,000.00

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

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

Organization Purpose:

KID in Palm Beach County recruits, trains and supports foster parents so they can take care of the County's most needy and vulnerable children. These children learn to be part of healthy families and become good, honest citizens through the foster care program.

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

Assistance is needed to reach out to the most appropriate and desirable adults in our community who will be effective role models for our youth. Staff must recruit families throughout the county and provide them with training and adequate support through the fostering process.

What results are you committed to achieving?

We are committed to raising children who are motivated, good citizens, honest and children who are respectful of the laws of our Nation.



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

Attachment A

FINANCIAL APPLICATION

Period Covered (one year) From: January 1, 2013 To: December 31, 2013

No.	Expense	Program Total	LETF Request	LETF
1.	Salaries	\$366,828.00	\$8,000.00	2.18%
2.	Employee Benefits/Payroll Taxes	\$70,475.00	\$2,000.00	2.84%
3.	Professional Fees	\$15,500.00		0.00%
4.	Occupancy/Utilities	\$50,150.00		0.00%
5.	Telephone	\$13,000.00		0.00%
6.	Postage/Shipping	\$500.00		0.00%
7.	Printing & Publications	\$800.00		0.00%
8.	Supplies	\$5,300.00		0.00%
9.	Travel	\$20,100.00		0.00%
10.	Meetings	\$500.00		0.00%
11.	Miscellaneous Expenses	\$58,168.00		0.00%
	Total Expenses	\$601,321.00	\$10,000.00	1.66%



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

Attachment A

Budget Narrative

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

Salaries (list employees and individual compensation):

Program Director: 1 FTE x \$58,000
Therapist: 1 FTE x \$37,000
Family Support Counselors: 6 FTE x \$36,716 (average salary)= \$220,300
Program Secretary: 1 FTE x \$22,000
Maintenance & Warehouse Staff: shared salaries \$15,105
Shared Program Staff: shared salaries \$14,423

Professional Fees (list vendor and type of service provided):

Contracted IT Services \$14,000
Community Relations \$500
Contract Staff \$1,000

Occupancy/Utilities (list utilities):

Rent \$49,000
Pest Control \$900
Alarm System \$250

Telephone (provide telephone numbers):

Telephone number: 561-272-0204
Fax number: 561-276-0150

Printing & Publications (list type of material):

Printing supplies such as toner, paper. \$800



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

Attachment A

Supplies (list supplies/equipment):

Various office supplies including janitorial supplies. Supplies to maintain records and client files. \$5,300

Travel (individuals traveling, destination and purpose):

Mileage reimbursement at 45 cents per mile \$20,000
Training/Workshop Travel \$100 (Topic: Foster care / dependency)

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

Conference Registration Fees \$500
(Topic: Foster care / dependency)

Miscellaneous Expense (specify items):

Equipment Lease/Maintenance \$9,800
Building & Grounds Maintenance \$6,000
Liability Insurance \$10,443
Property Insurance \$8,000
Client Assistance \$19,000
Other Allowable Costs \$4,925



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

Attachment A

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.

Monica Navarro
Name (please print)

COO /VP of Social Enterprise
Title (please print)

Monica Navarro
Signature

1-25-13
Date

NOTARY SECTION:

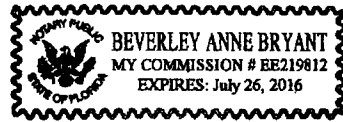
State of Florida

County of Palm Beach

The foregoing Agreement was acknowledged and subscribed before me this 25th day of January, 2013 by Monica Navarro (name of individual) as COO/VP of Social Enterprise (title) of Kids In Distress, Inc (name of organization/ agency), who is personally known to me or who produced _____ as identification.

Beverly Anne Bryant
Notary Public

My Commission Expires: July 26, 2016





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

Attachment A

APPLICATION

Organization Name: National Campaign to Stop Violence, Inc. - Do the Write Thing

FEID #: 52-2004310

Web Address:

Address:

550 S. Quadrille Blvd., Suite 200

STREET ADDRESS

West Palm Beach, FL 33401

CITY, STATE, ZIP

Executive Director:

Bill Bone, Local Chairman

NAME

Bill Bone

SIGNATURE

561-832-9434

bb@billbone.com

TELEPHONE NUMBER

E-MAIL ADDRESS

Fiscal Agent:

Bill Bone, Local Chairman

NAME

Bill Bone

SIGNATURE

561-832-9434

bb@billbone.com

TELEPHONE NUMBER

E-MAIL ADDRESS

Date:

06-27-12

DATE



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

Attachment A

Organization Name: National Campaign to Stop Violence, Inc. - Do the Write Thing

LETF Funding Request (**MUST match total on Financial Application**): \$5,000.00

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

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

Organization Purpose:

The mission of the National Campaign to Stop Violence is to reduce violence and its impact on the lives of youth by getting them to analyze the problem and propose solutions.

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

"Do the Write Thing Challenge" gives middle school students an opportunity to examine the impact of violence on their lives in classroom discussions and in written form by communicating what they have seen as well as their solutions to the problem. The program involves a written challenge directed to every middle school student in Palm Beach County. The "Top 10" best writers from every fully participating school is invited to a recognition luncheon at the Kravis Center. Those writings are also published. In the 2012 campaign 21 out of 33 Middle Schools fully participated with 19,656 submissions. It is expected that 30 middle schools will fully participate in the 2013 program which will significantly increase the size of the publication.

What results are you committed to achieving?

The program and specifically the publication financed by the LETF gives students an opportunity to express their feelings and thoughts in writing about violence. It gives the students a "voice" and lets them know that teachers, parents and law enforcement are listening to them and want to hear from them. The program identifies kids who need to be connected in their community with services like mentor and after school programs which can help them avoid violence. The "Top 10" writings which get published in the book are read by multiple panels of volunteer judges who are involved in the juvenile justice system and educational system. The end result is the selection of a young boy and girl Ambassador who represent Palm Beach County in the National Recognition Ceremony in Washington, D.C.



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

Attachment A

FINANCIAL APPLICATION

Period Covered (one year) From: January 1, 2013 To: December 31, 2013

No.	Expense	Program Total	LETF Request	LETF
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	\$7,500.00	\$5,000.00	66.67%
8.	Supplies			0.00%
9.	Travel			0.00%
10.	Meetings			0.00%
11.	Miscellaneous Expenses	\$45,000.00	\$0.00	0.00%
	Total Expenses	\$52,500.00	\$5,000.00	9.52%



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

Attachment A

Budget Narrative

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

Salaries (list employees and individual compensation):

Professional Fees (list vendor and type of service provided):

Occupancy/Utilities (list utilities):

Telephone (provide telephone numbers):

Printing & Publications (list type of material):

Please see enclosed page with additional information.

PRINTING AND PUBLICATIONS:

Do the Write Thing Challenge is the largest anti youth violence program in Palm Beach County. Last year almost 20,000 students wrote essays answering the following 3 questions: How has youth violence affected my life? What are the causes of youth violence? What can I do to reduce youth violence? - Last year 21 different middle schools were eligible to select their "Top 10" best writers from their school for publication in the 2012 book.

Publication of the best student writings is a significant resource for educators, administrators, law enforcement, sociologists and anyone interested in the problems of youth violence. Publication is essential and last years book was dedicated to the Palm Beach County Sheriff's Office Trust Fund. A copy of last year's book is attached with this year's application.

In the year 2013 it is expected that 30 middle schools will participate in the program. Last years book was 220 pages. It is expected that the 2013 book will be 90 pages larger which will increase the cost of publication accordingly. This year's grant application is for \$7,500 which reflects a portion of the anticipated expense. It should be noted that the publication is a tangible gift given to each of the participating students. It is a constant reminder to these students to avoid violence. Principals and teachers who participate in the program are given a copy of the publication and each middle school puts a publication in their library.

Dignitaries invited to participate in the luncheon include: Members of the PBC School Board and Superintendent, Middle School Principals, PBC Sheriff's Office, Student Intervention Services, PBC State Attorney, PBC Public Defender, PBC Commissioners, Juvenile Circuit Court Judge, Congressional Elected Officials and our national program representatives. Each of these distinguished guests is given a copy of the publication.



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

Attachment A

Supplies (list supplies/equipment):

Travel (individuals traveling, destination and purpose):

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

The cost of the recognition luncheon is paid in full by the program. It includes all writers featured in the publication as well as teachers, parents, school administrators and community leaders.

Miscellaneous Expense (specify items):



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

Attachment A

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.

Bill Bone
Name (please print)

Palm Beach County - Chairman
Title (please print)

[Signature]
Signature

6-28-12
Date

NOTARY SECTION:

State of Florida

County of Palm Beach

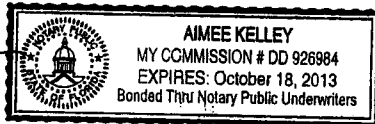
The foregoing Agreement was acknowledged and subscribed before me this 28th day of

June, 2012 by Bill Bone (name of individual) as

Chairman (title) of Do the Write Thing (name of organization/ agency), who is personally known to me or who produced

as identification.

[Signature]
Notary Public



My Commission Expires:



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

APPLICATION - INTERNAL

1. **Contact Name:** Captain Eric Coleman/ Agent David Spilker OIG VA Affairs
2. **Title:** Captain
3. **Contact Number:** 561-681-4450/Agt. Spilker 561-422-7720
4. **Department Name:** PBSO Narcotics
5. **Department Number:** 561-681-4450
6. **Date:** November 13, 2012



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

APPLICATION

LETF Funding Request: \$ 5,501.74

1. Provide a brief statement of need:

State and Federal undercover agents completed a seven month long investigation in 2011 resulting in 21 arrest – 37 felony charges – and six vehicle seizures as part of a joint operation (Tango Vax) between Palm Beach County Multi-Agency Diversion Task Force and the United States Department of Veterans Affairs, Office of Inspector General. Over 6,000 Oxycodone pills and nearly \$200,000 were seized from this investigation. Other federal, state, and local law enforcement agencies participated in the operation and investigation. Furthermore, the investigation resulted in six VA employees and six veterans being charged for either the sale of or trafficking of Oxycodone.

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

Equipment purchases on behalf of the United States Department of Veterans Affairs, Office of Inspector General to assist them in their investigations.

3. What results are you committed to achieving?

Technology related equipment purchased on behalf of United States Department of Veterans Affairs, Office of Inspector General in as part of asset sharing for their assistance on a joint investigation with the Multi-Agency Diversion Task Force.



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

FINANCIAL APPLICATION

Fiscal Year: October 1, 2012 through September 30, 2013

No.	Item/Service Description	Quantity Requested	Unit Price	Total
1.	See Attached Itemized List	1	\$5,501.74	\$5,501.74
2.				\$0.00
3.				\$0.00
4.				\$0.00
5.				\$0.00
6.				\$0.00
7.				\$0.00
8.				\$0.00
9.				\$0.00
10.				\$0.00
11.				\$0.00
12.				\$0.00
13.				\$0.00
14.				\$0.00
15.				\$0.00
TOTAL:				\$5,501.74



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

APPLICATION APPROVAL

APPROVED BY:

Capt. Eric [Signature]
Captain/Commander

11-13-2012
Date

[Signature]
Major/Assistant Director

11/14/12
Date

Col. [Signature]
Colonel

11-21-12
Date



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

Attachment A

APPLICATION

Organization Name: Sunset House, Inc.

FEID #: 65-0695313

Web Address: www.sunsetrecovery.org

Address: 8800 Sunset Drive
STREET ADDRESS
Palm Beach Gardens, FL 33410
CITY, STATE, ZIP

Executive Director: Michael Gordon

NAME

SIGNATURE

561-627-9701 mgordon@sunsetrecovery.com

TELEPHONE NUMBER

E-MAIL ADDRESS

Fiscal Agent: Stephen Denny

NAME

SIGNATURE

561-776-7006 stephen@ahsrealty.net

TELEPHONE NUMBER

E-MAIL ADDRESS

Date: 9-14-12

DATE



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

Attachment A

Organization Name: Sunset House, Inc.

LETF Funding Request (MUST match total on Financial Application): \$8,350.00

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

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

Organization Purpose:

Sunset House is a 501c3, DCF Licensed, Level IV agency dedicated to helping men who wish to recover from chemical and/or alcohol dependency. We believe all men can achieve lasting recovery if they are given the proper opportunities and education.

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

The Scholarship Recovery program allows Sunset House to subsidize clients who cannot afford treatment. Our schedule, for this level of treatment, is the lowest, private facility in the county. The initial intake fees are as follows: first week and assessment- \$1275; initial intake urinalysis - \$25; medical assessment - \$155; security deposit - \$150; second week - \$300. Each week following is \$300. Our 34 bed facility resides in a residential neighborhood in Palm Beach Gardens. Each client shares a two bedroom apartment. They are responsible for the cleanliness of their living space. Sunset House has developed a three phase system to gradually re-introduce clients to independent living. With each successful phase, residents gain more freedom to make their own choices.

What results are you committed to achieving?

Sunset House anticipates an additional forty clients have the opportunity to seek help for the treatable chronic disease of alcohol and substance abuse and have the ability to graduate from the program each year. There are many men seeking help who do not have insurance and have exhausted all their financial resources. Our scholarship program is their only hope of achieving a drug and/or alcohol free life.



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

Attachment A

FINANCIAL APPLICATION

Period Covered (one year) From: July 1, 2012 To: June 30, 2013

No.	Expense	Program Total	LETF Request	LETF
1.	Salaries	\$268,999.00		0.00%
2.	Employee Benefits/Payroll Taxes	\$46,013.00		0.00%
3.	Professional Fees	\$86,905.00		0.00%
4.	Occupancy/Utilities	\$102,655.00		0.00%
5.	Telephone	\$11,700.00		0.00%
6.	Postage/Shipping	\$1,020.00		0.00%
7.	Printing & Publications	\$5,219.00		0.00%
8.	Supplies	\$4,773.00		0.00%
9.	Travel	\$2,400.00		0.00%
10.	Meetings	\$3,644.00		0.00%
11.	Miscellaneous Expenses	\$91,035.00	\$8,350.00	9.17%
	Total Expenses	\$624,363.00	\$8,350.00	1.34%



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

Attachment A

Budget Narrative

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

Salaries (list employees and individual compensation):

Michael Gordon - \$60,000
David Arthur - \$45,000
George Stoupas - \$42,000
Residential managers and technicians - \$121,999

Professional Fees (list vendor and type of service provided):

Margarietta Flemma, LMFT, CAP - Clinical Director - oversees all clinical services
Robert Mahoney, CPA - accounting services
Forte International - website hosting
Paychecks - payroll services
Archer Development Services - consulting

Occupancy/Utilities (list utilities):

Household expenses, mortgage interest, property tax, Direct TV, FPL, maintenance and repair, general liability insurance, property insurance, depreciation.

Telephone (provide telephone numbers):

Comcast and staff numbers are: 561-827-7405, 561-827-7401, 561-627-3902, 561-627-9701.
Residential numbers are: 561-207-7744 ext201, 561-207-7745 ext202, 561-207-7746 ext203, 561-207-7747 ext204, 561-207-7748 ext205, 561-207-7749 ext206, 561-207-7750 ext207, 561-207-7752 ext208, 561-207-7753 ext210

Printing & Publications (list type of material):

Printing of the golf journal, letterhead and envelopes; Xerox lease;); advertising and marketing (brochures).



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

Attachment A

Supplies (list supplies/equipment):

Office expenses

Travel (individuals traveling, destination and purpose):

N/A

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

Food and entertainment; hotel; conferences.

Miscellaneous Expense (specify items):

Client fees, security fees, consulting fees, client refunds, auto expenses, program expenses, food, fundraising expenses, independent contractors, golf tournament expenses.



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

Attachment A

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.

Stephen Denny
Name (please print)

Treasurer
Title (please print)

[Signature]
Signature

9-12-12
Date

NOTARY SECTION:

State of Florida

County of Palm Beach

The foregoing Agreement was acknowledged and subscribed before me this 14th day of September, 2012 by Stephen Denny (name of individual) as Treasurer (title) of Sunset House (name of organization/ agency), who is personally known to me or who produced _____ as identification.

[Signature]
Notary Public

My Commission Expires:



Danielle Vosburgh
COMMISSION # DD895328
EXPIRES: SEP 22, 2013
WWW.AARONNOTARY.com