

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2013	2014	2015	2016	2017
Capital Expenditures	0				
Operating Costs	\$28,048				
External Revenues	(\$28,048)				
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 _____

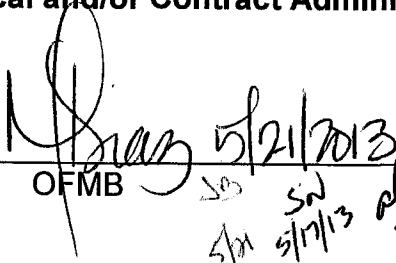
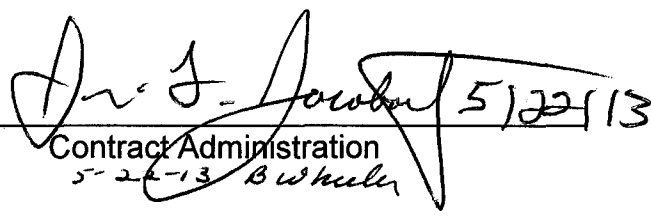
B. Recommended Sources of Funds / Summary of Fiscal Impact:

The 2012 Paul Coverdell National Forensic Sciences Improvement Grant is funded through the Florida Department of Law Enforcement. There is no match requirement associated with this award. No additional positions are needed and no additional County funds are required.

2012 Paul Coverdell National Forensic Sciences Improvement Grant	\$28,048
Total Program Budget	\$28,048

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

 OFMB 5/21/13 SB SW 5/17/13 other 5/17 pc	 Contract Administration 5-22-13 B Wheeler
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B. Legal Sufficiency:


 Assistant County Attorney
 5/23/13

C. Other Department Review:

Department Director

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

13- 0921

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

FUND 1152 - Sheriff's Grants Fund

BGEX 160 051713-1589
BGRN 160 051713-575

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								
2012 Paul Coverdell 160-2247-3129	Federal Grant - Other Public Safety	0	0	28,048		28,048		
TOTAL REVENUES		5,064,394	\$8,274,403	\$28,048	\$0	\$8,302,451		
Expenditures								
2012 Paul Coverdell 160-2247-9498	Transfer to Sheriff's Fund 1902	0	0	28,048		28,048		
TOTAL EXPENDITURES		5,064,394	\$8,274,403	\$28,048	\$0	\$8,302,451		

Palm Beach County Sheriff's Office


INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

Signatures

Date



N. Diaz

5/21/2013

SN 5/17/13

By Board of County Commissioners
At Meeting of June 4, 2013

Deputy Clerk to the
Board of County Commissioners

Attachment # 1



Department of Justice
Office of Justice Programs

National Institute of Justice

Office of Justice Programs

Washington, D.C. 20531

August 9, 2012

Mr. Gerald Bailey
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, FL 32308-5333

Dear Mr. Bailey:

On behalf of Attorney General Eric Holder, it is my pleasure to inform you that the Office of Justice Programs has approved your application for funding under the FY 12 Paul Coverdell Forensic Science Improvement Grants Program in the amount of \$436,148 for Florida Department of Law Enforcement. This funding is for the project titled, "FY 2012 Paul Coverdell Forensic Science Improvement Grants Program."

Enclosed you will find the Grant Award and Special Conditions documents. This award is subject to all administrative and financial requirements, including the timely submission of all financial and programmatic reports, resolution of all interim audit findings, and the maintenance of a minimum level of cash-on-hand. Should you not adhere to these requirements, you will be in violation of the terms of this agreement and the award will be subject to termination for cause or other administrative action as appropriate.

If you have questions regarding this award, please contact:

- Program Questions, Alan Spanbauer, Program Manager at (202) 305-2436; and
- Financial Questions, the Office of the Chief Financial Officer, Customer Service Center (CSC) at (800) 458-0786, or you may contact the CSC at ask.ocfo@usdoj.gov.

Congratulations, and we look forward to working with you.

Sincerely,

John H. Laub
Director, National Institute of Justice

Enclosures



Department of Justice
Office of Justice Programs
Office for Civil Rights

Washington, D.C. 20531

August 9, 2012

Mr. Gerald Bailey
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, FL 32308-5333

Dear Mr. Bailey:

Congratulations on your recent award. In establishing financial assistance programs, Congress linked the receipt of Federal funding to compliance with Federal civil rights laws. The Office for Civil Rights (OCR), Office of Justice Programs (OJP), U.S. Department of Justice is responsible for ensuring that recipients of financial aid from OJP, its component offices and bureaus, the Office on Violence Against Women (OVW), and the Office of Community Oriented Policing Services (COPS) comply with applicable Federal civil rights statutes and regulations. We at OCR are available to help you and your organization meet the civil rights requirements that come with Justice Department funding.

Ensuring Access to Federally Assisted Programs

As you know, Federal laws prohibit recipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in respect to employment practices but also in the delivery of services or benefits. Federal law also prohibits funded programs or activities from discriminating on the basis of age in the delivery of services or benefits.

Providing Services to Limited English Proficiency (LEP) Individuals

In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of Federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website at <http://www.lep.gov>.

Ensuring Equal Treatment for Faith-Based Organizations

The Department of Justice has published a regulation specifically pertaining to the funding of faith-based organizations. In general, the regulation, Participation in Justice Department Programs by Religious Organizations: Providing for Equal Treatment of all Justice Department Program Participants, and known as the Equal Treatment Regulation 28 C.F.R. part 38, requires State Administering Agencies to treat these organizations the same as any other applicant or recipient. The regulation prohibits State Administering Agencies from making award or grant administration decisions on the basis of an organization's religious character or affiliation, religious name, or the religious composition of its board of directors.

The regulation also prohibits faith-based organizations from using financial assistance from the Department of Justice to fund inherently religious activities. While faith-based organizations can engage in non-funded inherently religious activities, they must be held separately from the Department of Justice funded program, and customers or beneficiaries cannot be compelled to participate in them. The Equal Treatment Regulation also makes clear that organizations participating in programs funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. For more information on the regulation, please see OCR's website at <http://www.ojp.usdoj.gov/ocr/etfbo.htm>.

State Administering Agencies and faith-based organizations should also note that the Safe Streets Act, as amended; the Victims of Crime Act, as amended; and the Juvenile Justice and Delinquency Prevention Act, as amended, contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the Justice Department has concluded that the Religious Freedom Restoration Act (RFRA) is reasonably construed, on a case-by-case basis, to require that its funding agencies permit faith-based organizations applying for funding under the applicable program statutes both to receive DOJ funds and to continue considering religion when hiring staff, even if the statute that authorizes the funding program generally forbids considering of religion in employment decisions by grantees.

Questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment may be directed to this Office.

Enforcing Civil Rights Laws

All recipients of Federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to the prohibitions against unlawful discrimination. Accordingly, OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal employment opportunity standards.

Complying with the Safe Streets Act or Program Requirements

In addition to these general prohibitions, an organization which is a recipient of financial assistance subject to the nondiscrimination provisions of the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, 42 U.S.C. § 3789d(c), or other Federal grant program requirements, must meet two additional requirements: (1) complying with Federal regulations pertaining to the development of an Equal Employment Opportunity Plan (EEO Plan), 28 C.F.R. § 42.301-.308, and (2) submitting to OCR Findings of Discrimination (see 28 C.F.R. §§ 42.205(5) or 31.202(5)).

1) Meeting the EEO Plan Requirement

In accordance with Federal regulations, Assurance No. 6 in the Standard Assurances, COPS Assurance No. 8.B, or certain Federal grant program requirements, your organization must comply with the following EEO Plan reporting requirements:

If your organization has received an award for \$500,000 or more and has 50 or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare an EEO Plan and submit it to OCR for review **within 60 days from the date of this letter**. For assistance in developing an EEO Plan, please consult OCR's website at <http://www.ojp.usdoj.gov/ocr/eop.htm>. You may also request technical assistance from an EEO Plan specialist at OCR by dialing (202) 616-3208.

If your organization received an award between \$25,000 and \$500,000 and has 50 or more employees, your organization still has to prepare an EEO Plan, but it does not have to submit the EEO Plan to OCR for review. Instead, your organization has to maintain the EEO Plan on file and make it available for review on request. In addition, your organization has to complete Section B of the Certification Form and return it to OCR. The Certification Form can be found at <http://www.ojp.usdoj.gov/ocr/eop.htm>.

If your organization received an award for less than \$25,000; or if your organization has less than 50 employees, regardless of the amount of the award; or if your organization is a medical institution, educational institution, nonprofit organization or Indian tribe, then your organization is exempt from the EEO Plan requirement. However, your organization must complete Section A of the Certification Form and return it to OCR. The Certification Form can be found at <http://www.ojp.usdoj.gov/ocr/eop.htm>.

2) Submitting Findings of Discrimination

In the event a Federal or State court or Federal or State administrative agency makes an adverse finding of discrimination against your organization after a due process hearing, on the ground of race, color, religion, national origin, or sex, your organization must submit a copy of the finding to OCR for review.

Ensuring the Compliance of Subrecipients

If your organization makes subawards to other agencies, you are responsible for assuring that subrecipients also comply with all of the applicable Federal civil rights laws, including the requirements pertaining to developing and submitting an EEO Plan, reporting Findings of Discrimination, and providing language services to LEP persons. State agencies that make subawards must have in place standard grant assurances and review procedures to demonstrate that they are effectively monitoring the civil rights compliance of subrecipients.

If we can assist you in any way in fulfilling your civil rights responsibilities as a recipient of Federal funding, please call OCR at (202) 307-0690 or visit our website at <http://www.ojp.usdoj.gov/ocr/>.

Sincerely,



Michael L. Alston
Director

cc: Grant Manager
Financial Analyst



Department of Justice
Office of Justice Programs
National Institute of Justice

Grant

PAGE 1 OF 7

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) Florida Department of Law Enforcement 2331 Phillips Road Tallahassee, FL 32308-5333		4. AWARD NUMBER: 2012-CD-BX-0018	
1A. GRANTEE IRS/VENDOR NO. 591264198		5. PROJECT PERIOD: FROM 10/01/2012 TO 09/30/2013 BUDGET PERIOD: FROM 10/01/2012 TO 09/30/2013	6. AWARD DATE 08/09/2012
3. PROJECT TITLE 2012 Paul Coverdell Forensic Science Improvement Grant Program		7. ACTION Initial	8. SUPPLEMENT NUMBER 00
		9. PREVIOUS AWARD AMOUNT	\$ 0
		10. AMOUNT OF THIS AWARD	\$ 436,148
		11. TOTAL AWARD	\$ 436,148
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under FY12(NLI - Coverdell Forensic Science Improvement) 42 USC 3797j-3797o; 28 USC 530C			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL John H. Laub Director, National Institute of Justice		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Gerald Bailey Commissioner	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 	19A. DATE 8/14/12
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL YEAR FUND CODE BUD. ACT. DIV. OFC. REG. SUB. POMS AMOUNT X B CD 60 00 00 436148		21. LCDSGT0150	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)



Department of Justice
Office of Justice Programs
National Institute of Justice

**AWARD CONTINUATION
SHEET
Grant**

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PROJECT NUMBER 2012-CD-BX-0018

AWARD DATE 08/09/2012

SPECIAL CONDITIONS

1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.
3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from OMB Circular A-133 audits (and any other audits of OJP grant funds) are not satisfactorily and promptly addressed, as further described in the current edition of the OJP Financial Guide.
4. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of OJP.
5. The recipient must promptly refer to the DOJ OIG any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. This condition also applies to any subrecipients. Potential fraud, waste, abuse, or misconduct should be reported to the OIG by -

mail:

Office of the Inspector General
U.S. Department of Justice
Investigations Division
950 Pennsylvania Avenue, N.W.
Room 4706
Washington, DC 20530

e-mail: oig.hotline@usdoj.gov

hotline: (contact information in English and Spanish): (800) 869-4499

or hotline fax: (202) 616-9881

Additional information is available from the DOJ OIG website at www.usdoj.gov/oig.

6. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of OJP.
7. The recipient agrees to comply with any additional requirements that may be imposed during the grant performance period if the agency determines that the recipient is a high-risk grantee. Cf. 28 C.F.R. parts 66, 70.



Department of Justice
Office of Justice Programs
National Institute of Justice

**AWARD CONTINUATION
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Grant**

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PROJECT NUMBER 2012-CD-BX-4018

AWARD DATE 08/09/2012

SPECIAL CONDITIONS

8. The recipient agrees to comply with applicable requirements regarding Central Contractor Registration (CCR) and applicable restrictions on subawards to first-tier subrecipients that do not acquire and provide a Data Universal Numbering System (DUNS) number. The details of recipient obligations are posted on the Office of Justice Programs web site at <http://www.ojp.gov/funding/ccr.htm> (Award condition: Central Contractor Registration and Universal Identifier Requirements), and are incorporated by reference here. This special condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).
9. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Department encourages recipients and sub recipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
10. The recipient agrees to comply with all applicable laws, regulations, policies, and guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences, meetings, trainings, and other events, including the provision of food and/or beverages at such events, and costs of attendance at such events. Information on pertinent laws, regulations, policies, and guidance is available at www.ojp.gov/funding/confcost.htm.
11. The recipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at <http://www.ojp.usdoj.gov/funding/ojptrainingguidingprinciples.htm>.
12. The recipient agrees that if it currently has an open award of federal funds or if it receives an award of federal funds other than this OJP award, and those award funds have been, are being, or are to be used, in whole or in part, for one or more of the identical cost items for which funds are being provided under this OJP award, the recipient will promptly notify, in writing, the grant manager for this OJP award, and, if so requested by OJP, seek a budget-modification or change-of-project-scope grant adjustment notice (GAN) to eliminate any inappropriate duplication of funding.
13. The recipient agrees to comply with applicable requirements to report first-tier subawards of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients of award funds. Such data will be submitted to the FFATA Subaward Reporting System (FSRS). The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the Office of Justice Programs web site at <http://www.ojp.gov/funding/ffata.htm> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here. This condition, and its reporting requirement, does not apply to grant awards made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).



Department of Justice
Office of Justice Programs
National Institute of Justice

**AWARD CONTINUATION
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Grant**

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PROJECT NUMBER 2012-CD-BX-0068

AWARD DATE 08/09/2012

SPECIAL CONDITIONS

14.

A. Generally Accepted Laboratory Practices. The recipient shall ensure that any forensic laboratory, forensic laboratory system, medical examiner's office, or coroner's office that will receive any portion of the award uses generally accepted laboratory practices and procedures as established by accrediting organizations or appropriate certifying bodies.

B. External Investigations. The recipient shall ensure that requirements associated with 42 U.S.C. section 3797k(4) (which relate to processes in place to conduct independent external investigations into allegations of serious negligence or misconduct by employees or contractors) are satisfied with respect to any forensic laboratory system, medical examiner's office, coroner's office, law enforcement storage facility, or medical facility in the State that will receive a portion of the grant amount.

C. Use of Funds; No Research. Funds provided under this award shall be used only for the purposes and types of expenses set forth in the fiscal year 2012 program solicitation. Funds shall not be used for general law enforcement functions or non-forensic investigatory functions, and shall not be used for research or statistical projects or activities. Use of award funds for construction of new facilities is restricted by statute. Any questions concerning this provision should be directed to the NIJ Program Manager prior to incurring the expense or commencing the activity in question.

D. Performance Measures. To ensure compliance with the Government Performance and Results Act (Pub. L. No. 103-62) and the GPRA Modernization Act of 2010 (Pub. L. No. 111-352), program performance under this fiscal year 2012 award is measured by the following: (1) percent reduction in the average number of days from the submission of a sample to a forensic science laboratory to the delivery of test results to a requesting office or agency (calculated by reporting the average number of days to process a sample at the beginning of the grant period versus the average number of days to process a sample at the end of the grant period); (2) percent reduction in the number of backlogged forensic cases (calculated by reporting the number of backlogged forensic cases at the beginning of the grant period versus the number of backlogged forensic cases at the end of grant period), if applicable to the award; and (3) the number of forensic science or medical examiner personnel who completed appropriate training or educational opportunities with fiscal year 2012 Coverdell funds, if applicable to the award. Recipients are required to collect and report data relevant to these measures.
15. If the recipient chooses to charge a fee for forensic science or medical examiner services, it must provide written notification of this fact to the NIJ program manager for the award within ten (10) business days of acceptance of this award. The recipient understands and agrees that income from fees charged for forensic science or medical examiner services may constitute program income, and that program income must be handled in accordance with the provisions of 28 C.F.R. 66.25 and the Office of Justice Programs (OJP) Financial Guide. The recipient further understands and agrees that both program income earned and program income expended must be reported on the quarterly Federal Financial Report (SF 425). Program income under this award may be expended for any allowable purpose listed in the solicitation for the NIJ FY 2012 Paul Coverdell Forensic Science Improvement Grants Program. Any program income that is not expended prior to the end of the award period must be returned to OJP.
16. The recipient agrees that it will submit quarterly financial status reports to OJP on-line (at <https://grants.ojp.usdoj.gov>) using the SF 425 Federal Financial Report form (available for viewing at www.whitehouse.gov/omb/grants/standard_forms/ff_report.pdf), not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 90 days following the end of the award period.
17. The recipient shall submit semiannual progress reports. Progress reports shall be submitted within 30 days after the end of the reporting periods, which are June 30 and December 31, for the life of the award. These reports will be submitted to the Office of Justice Programs, on-line through the Internet at <https://grants.ojp.usdoj.gov/>.



Department of Justice
Office of Justice Programs
National Institute of Justice

**AWARD CONTINUATION
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PROJECT NUMBER 2012-CD-BX-0018

AWARD DATE 08/09/2012

SPECIAL CONDITIONS

18. The recipient agrees to submit a final report, at the end of this award, documenting all relevant project activities during the entire period of support under this award. This report will include the following: (1) a summary and assessment of the program carried out with the fiscal year 2012 grant, which shall include a comparison of pre-grant and post-grant forensic science capabilities (and shall cite the specific improvements in quality and/or timeliness of forensic science or medical examiner services); (2) the average number of days between submission of a sample to a forensic science laboratory or forensic science laboratory system in that State operated by the State or by a unit of local government and the delivery of test results to the requesting office or agency; and (3) an identification of the number and type of cases currently accepted by the forensic science laboratory or forensic science laboratory system. The recipient is required to collect data necessary for this report. This report is due no later than 90 days following the close of the award period or the expiration of any extension periods. The report can be filed online through the Internet at: <https://grants.ojp.usdoj.gov/>.

19. The recipient acknowledges, that, as stated in the solicitation for the FY 2012 Paul Coverdell Forensic Science Improvement Grants Program, NIJ assumes that recipients (and subrecipients) of Coverdell funds will make use of the process referenced in their certification as to external investigations and will refer allegations of serious negligence or misconduct substantially affecting the integrity of forensic results to government entities with an appropriate process in place to conduct independent external investigations, such as the government entity (or entities) identified in the grant application.

The recipient shall submit the following information as part of its final report: (1) the number and nature of any allegations of serious negligence or misconduct substantially affecting the integrity of forensic results received during the 12-month period of the award; (2) information on the referrals of such allegations (e.g., the government entity or entities to which referred, the date of referral); (3) the outcome of such referrals (if known as of the date of the report); and (4) if any such allegations were not referred, the reason(s) for the non-referral.

Should the project period for this award be extended, the recipient shall submit the above information as to the first twelve months of the award as part of the first semi-annual progress report that comes due after the conclusion of the first twelve months of the project period, and shall submit the required information as to subsequent twelve-month periods every twelve months thereafter (as part of a semi-annual progress report) until the close of the award period, at which point the recipient shall submit the required information as to any period not covered by prior reports as part of its final report.

The recipient understands and agrees that funds may be withheld (including funds under future awards), or other related requirements may be imposed, if the required information is not submitted on a timely basis.

20. The recipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.
21. To assist in information sharing, the award recipient shall provide the NIJ program manager with a copy of all interim and final reports and proposed publications (including those prepared for conferences and other presentations) resulting from this award. Submission of such materials prior to or simultaneous with their public release aids NIJ in responding to any inquiries that may arise. Any publications (written, visual, or sound) - excluding press releases and newsletters - whether published at the recipient's or government's expense, shall contain the following statement: This project was supported by Award No. _____, awarded by the National Institute of Justice, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, and conclusions or recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect those of the Department of Justice.

NIJ defines publications as any planned, written, visual or sound material substantively based on the project, formally prepared by the award recipient for dissemination to the public.



Department of Justice
Office of Justice Programs
National Institute of Justice

**AWARD CONTINUATION
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Grant**

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PROJECT NUMBER 2013-CD-BX-0118

AWARD DATE 08/09/2012

SPECIAL CONDITIONS

22. The recipient shall transmit to the NIJ program manager copies of all official award-related press releases at least ten (10) working days prior to public release. Advance notice permits time for coordination of release of information by NIJ where appropriate and to respond to press or public inquiries.
23. The recipient acknowledges that the Office of Justice Programs (OJP) reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under an award or subaward; and (2) any rights of copyright to which a recipient or subrecipient purchases ownership with Federal support.

The recipient acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under an award or subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227-14 (Rights in Data - General).

It is the responsibility of the recipient (and of each subrecipient, if applicable) to ensure that this condition is included in any subaward under this award.

The recipient has the responsibility to obtain from subrecipients, contractors, and subcontractors (if any) all rights and data necessary to fulfill the recipient's obligations to the Government under this award. If a proposed subrecipient, contractor, or subcontractor refuses to accept terms affording the Government such rights, the recipient shall promptly bring such refusal to the attention of the OJP program manager for the award and not proceed with the agreement in question without further authorization from the OJP program office.

24. Approval of this award does not indicate approval of any consultant rate in excess of \$450 per day. A detailed justification must be submitted to and approved by the Office of Justice Programs (OJP) program office prior to obligation or expenditure of such funds.
25. The recipient agrees to comply with all Federal, State, and local environmental laws and regulations applicable to the development and implementation of the activities to be funded under this award.

Categorical Exclusion: Based upon the information provided by the recipient in its application for these funds, NIJ has determined and the recipient understands that the proposed activities meet the definition of a categorical exclusion, as defined in the Department of Justice Procedures for Implementing the National Environmental Policy Act found at 28 CFR Part 61 (including Appendix D). A categorical exclusion is an action that because of the proposed activities' very limited and predictable potential environmental impacts, both on an individual and a cumulative basis, does not have a significant impact on the quality of the human environment. Consequently, no further environmental impact analysis is necessary under the requirements of the National Environmental Policy Act, 42 U.S.C. 4321, for these categorically excluded activities.

Modifications: Throughout the term of this award, the recipient agrees that for any activities that are the subject of this categorical exclusion, it will inform NIJ of-- (1) any change(s) that it is considering making to the previously assessed activities that may be relevant to the environmental impacts of the activities; or (2) any proposed new activities or changed circumstances that may require assessment as to environmental impact, such as new activities that involve the use of chemicals or involve construction or major renovation. The recipient will not implement a proposed change or new activity until NIJ, with the assistance of the recipient, has completed any applicable environmental impact review requirements necessitated by the proposed change or new activity (or changed circumstances) and NIJ has concurred in the proposed change or new activity. This approval will not be unreasonably withheld as long as any requested modification(s) is consistent with eligible program purposes and found acceptable under an NIJ-conducted environmental impact review process.



Department of Justice
Office of Justice Programs
National Institute of Justice

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Grant**

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PROJECT NUMBER 2012-CS-BX-001R

AWARD DATE 08/09/2012

SPECIAL CONDITIONS

26. The recipient may not obligate, expend, or draw down any funds under this award until a revised budget reflecting the final award amount has been received and approved by the National Institute of Justice, and a Grant Adjustment Notice (GAN) has been issued removing this condition.



Department of Justice
Office of Justice Programs
National Institute of Justice

Washington, D.C. 20531

Memorandum To: Official Grant File

From: Alan Spanbauer, Program Manager

Subject: Categorical Exclusion for Florida Department of Law Enforcement

The recipient agrees to comply with all Federal, State, and local environmental laws and regulations applicable to the development and implementation of the activities to be funded under this award.

Categorical Exclusion: Based upon the information provided by the recipient in its application for these funds, NIJ has determined and the recipient understands that the proposed activities meet the definition of a categorical exclusion, as defined in the Department of Justice Procedures for Implementing the National Environmental Policy Act found at 28 CFR Part 61 (including Appendix D). A categorical exclusion is an action that because of the proposed activities' very limited and predictable potential environmental impacts, both on an individual and a cumulative basis, does not have a significant impact on the quality of the human environment. Consequently, no further environmental impact analysis is necessary under the requirements of the National Environmental Policy Act, 42 U.S.C. 4321, for these categorically excluded activities.

Modifications: Throughout the term of this award, the recipient agrees that for any activities that are the subject of this categorical exclusion, it will inform NIJ of-- (1) any change(s) that it is considering making to the previously assessed activities that may be relevant to the environmental impacts of the activities; or (2) any proposed new activities or changed circumstances that may require assessment as to environmental impact, such as new activities that involve the use of chemicals or involve construction or major renovation. The recipient will not implement a proposed change or new activity until NIJ, with the assistance of the recipient, has completed any applicable environmental impact review requirements necessitated by the proposed change or new activity (or changed circumstances) and NIJ has concurred in the proposed change or new activity. This approval will not be unreasonably withheld as long as any requested modification(s) is consistent with eligible program purposes and found acceptable under an NIJ-conducted environmental impact review process.



Department of Justice
Office of Justice Programs
National Institute of Justice

**GRANT MANAGER'S MEMORANDUM, PT. I:
PROJECT SUMMARY**

Grant

PROJECT NUMBER

2012-CD-BX-0018

PAGE 1 OF 1

This project is supported under FY12(NIJ - Coverdell Forensic Science Improvement) 42 USC 3797j-3797o; 28 USC 530C

1. STAFF CONTACT (Name & telephone number)

Alan Spanbauer
(202) 305-2436

2. PROJECT DIRECTOR (Name, address & telephone number)

Vickie Gardner
Forensic Services Director
2331 Phillips Road
Tallahassee, FL 32308-5333
(850) 410-7756

3a. TITLE OF THE PROGRAM

NIJ FY 12 Paul Coverdell Forensic Science Improvement Grants Program

**3b. POMS CODE (SEE INSTRUCTIONS
ON REVERSE)**

4. TITLE OF PROJECT

2012 Paul Coverdell Forensic Science Improvement Grant Program

5. NAME & ADDRESS OF GRANTEE

Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, FL 32308-5333

6. NAME & ADDRESS OF SUBGRANTEE

7. PROGRAM PERIOD

FROM: 10/01/2012 TO: 09/30/2013

8. BUDGET PERIOD

FROM: 10/01/2012 TO: 09/30/2013

9. AMOUNT OF AWARD

\$ 436,148

10. DATE OF AWARD

08/09/2012

11. SECOND YEAR'S BUDGET

12. SECOND YEAR'S BUDGET AMOUNT

13. THIRD YEAR'S BUDGET PERIOD

14. THIRD YEAR'S BUDGET AMOUNT

15. SUMMARY DESCRIPTION OF PROJECT (See instruction on reverse)

Coverdell funds are to be used to improve the quality and timeliness of forensic science and medical examiner services and/or to eliminate backlogs in the analysis of forensic evidence, including controlled substances, firearms examination, forensic pathology, latent prints, questioned documents, toxicology, and trace evidence.

nce hcf



Florida Department of
Law Enforcement

Gerald M. Bailey
Commissioner

**Criminal Investigations
and Forensic Science Program**
Post Office Box 1489
Tallahassee, Florida 32302-1489
(850) 410-8300
www.fdle.state.fl.us

Rick Scott, *Governor*
Pam Bondi, *Attorney General*
Jeff Atwater, *Chief Financial Officer*
Adam Putnam, *Commissioner of Agriculture*

February 22, 2013

Dr. Cecelia Crouse
Laboratory Director
Palm Beach County Sheriff's Office Crime Laboratory
3228 Gun Club Road
West Palm Beach, FL 33406-3001

Dear Dr. Crouse:

I am pleased to inform you that Florida's grant application for the "2012 Paul Coverdell Forensic Sciences Improvement Grant" has been approved by the National Institute of Justice (NIJ). Palm Beach County Sheriff's Office Crime Laboratory's award amount is \$28,048.

The grant period for this award is October 1, 2012 through September 30, 2013. However, as in the past, we will not access this award until Florida's 2011 Paul Coverdell grant has been significantly expended. Based on spending to date, we anticipate beginning the 2012 grant on March 1, 2013. Please contact our office if you anticipate any difficulties with this schedule.

Enclosed you will find a copy of the budget detail worksheet and reimbursement form. Reimbursement requests for this grant may be submitted on a monthly or quarterly basis. The grant requires a copy of the invoice and check used for payment to be included with the reimbursement form. If there is a problem with obtaining a copy of the check, please provide a copy of the invoice and a note that you were not able to obtain a copy of the check. Reimbursement forms and supporting documentation should be returned to Danny Van Vliet at the address above.

In order to comply with the standards set by NIJ regarding the monitoring of sub-recipients, FDLE will execute Memorandums of Understanding with each sub-recipient agency which outlines the responsibilities of each entity as it pertains to the administrative management of the grant. Agencies can expect to receive the memorandums later this month.

If you have any questions pertaining to this award, please contact Operations Review Specialist Danny Van Vliet at (850) 410-8374.

Sincerely,

David Coffman
Forensic Services Director

DC/dv

Enclosures

cc: Barbara Caraballo

Uniform Allowance	\$0.00
Health Insurance	\$0.00
Workman's Compensation	\$0.00
Unemployment Compensation	\$0.00

Uniform Allowance		0.00
Health Insurance		0.00
Workman's Compensation		0.00
Unemployment Compensation		0.00

Medical Examiner's Office

District 10

Employer's FICA (Overtime)	\$141.99
Retirement	\$0.00
Uniform Allowance	\$0.00
Health Insurance	\$0.00
Workman's Compensation	\$0.00
Unemployment Compensation	\$0.00

Employer's FICA	7.65%	\$1,856.01	\$141.99
Retirement			0.00
Uniform Allowance			0.00
Health Insurance			0.00
Workman's Compensation			0.00
Unemployment Compensation			0.00

District 21

Employer's FICA (Overtime)	\$142.91
Retirement	\$0.00
Uniform Allowance	\$0.00
Health Insurance	\$0.00
Workman's Compensation	\$0.00
Unemployment Compensation	\$0.00

Employer's FICA	7.65%	\$1,868.10	\$142.91
Retirement			0.00
Uniform Allowance			0.00
Health Insurance			0.00
Workman's Compensation			0.00
Unemployment Compensation			0.00

B. FRINGE BENEFITS TOTAL \$7,832.10

Total Personnel & Fringe Benefits \$246,921.73

C. Travel—Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meetings, etc. Show the basis of computation (e.g., six people at a 3-day training at SX airfare, SY lodging, SZ subsistence). For training projects, travel and meals for trainees should be listed separately. Show the number of trainees and unit cost involved. Identify the location of travel, if known. Indicate source of Travel Policies applied: Applicant or Federal Travel Regulations.

The FDLE will be applying the State of Florida travel policy to its travel expenditures. Each subrecipient will expend its travel budget in accordance with its own municipal travel policy. All Agencies will base per diem on approved GSA rates when travel dates have been confirmed.

Broward County Sheriff's Office

Purpose of Travel	Location	# Individuals	Item	Cost	# Nights/Days	Cost
American Society of Crime Lab Directors (ASCLD) Meeting	Durham, NC	1	Airfare (roundtrip)	\$450.00		\$450.00
			Hotel (per night)	\$91.00	4	\$364.00
			Per Diem (full day)	\$36.00	5	\$180.00
			Per Diem (partial day)			\$0.00
			Shuttle (round trip)	\$0.00		\$0.00
			Baggage	\$25.00	2	\$50.00
Subtotal						\$1,044.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 x 2 \$0.00

Purpose of Travel	Location	# Individuals	Item	Cost	# Nights/Days	Cost
Association of Firearm and Toolmark Examiners (AFTE) Meeting	Providence, RI	2	Airfare (roundtrip)	\$375.00		\$750.00
			Hotel (per night)	\$121.00	5	\$1,210.00
			Per Diem (full day)	\$36.00	6	\$432.00
			Per Diem (partial day)			\$0.00
			Shuttle (round trip)	\$50.00		\$100.00
			Baggage	\$25.00	2	\$100.00
Subtotal						\$2,592.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 x 2 \$50.00

Purpose of Travel	Location	# Individuals	Item	Cost	# Nights/Days	Cost
American Society Of Forensic Sciences (AAFS)	Washington, DC	4	Airfare (roundtrip)	\$350.00		\$1,400.00
			Hotel (per night)	\$183.00	5	\$1,830.00
			Per Diem (full day)	\$36.00	6	\$864.00
			Per Diem (partial day)			\$0.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost

			Shuttle (round trip)	\$0.00	
		4	Baggage	\$25.00	2

\$0.00
 \$200.00
 Subtotal \$4,294.00

Purpose of Travel	Location	# Individuals	Item	Cost	# Nights/Days
AFIS User's Conference	TBD	1	Airfare (roundtrip)	\$375.00	
			Hotel (per night)	\$179.00	5
			Per Diem (full day)	\$36.00	6
			Per Diem (partial day)		
			Shuttle (round trip)	\$0.00	
			Rental Car (per car)	\$25.00	1

\$375.00
 \$895.00
 \$216.00
 \$0.00
 \$0.00
 \$50.00
 Subtotal \$1,536.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 x 2 \$0.00

Purpose of Travel	Location	# Individuals	Item	Cost	# Nights/Days
International Association for Identification (IAI) Meeting	Providence, RI	3	Airfare (roundtrip)	\$375.00	
			Hotel (per night)	\$121.00	6
			Per Diem (full day)	\$36.00	7
			Per Diem (partial day)		
			Shuttle (round trip)	\$50.00	
			Baggage	\$25.00	2

\$1,125.00
 \$1,452.00
 \$756.00
 \$0.00
 \$150.00
 \$150.00
 Subtotal \$3,633.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 \$25.00 x 2 \$50.00

Purpose of Travel	Location	# Individuals	Item	Cost	# Nights/Days
Science of Firearms-Toolmarks Identification Course (TBD)	Miami, FL	2	Airfare (roundtrip)	\$0.00	
			Hotel (per night)	\$105.00	5
			Per Diem (full day)	\$38.00	6
			Per Diem (partial day)		
			Shuttle (round trip)	\$0.00	
			Rental Car (per car)	\$124.00	

Cost
 \$0.00
 \$1,050.00
 \$456.00
 \$0.00
 \$0.00
 \$124.00
 Subtotal \$1,630.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 x 2 \$0.00

Purpose of Travel	Location	# Individuals	Item	Cost	# Nights/Days
Fire Debris Training Course	Pinellas County, FL	1	Airfare (roundtrip)	\$0.00	
			Hotel (per night)	\$112.00	5
			Per Diem (full day)	\$40.07	7
			Per Diem (partial day)		
			Shuttle (round trip)	\$0.00	
			Rental Car (per car)		

Cost
 \$0.00
 \$560.00
 \$280.50
 \$0.00
 \$0.00
 \$0.00
 Subtotal \$840.50

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 x 2 \$0.00

Purpose of Travel	Location	# Individuals	Item	Cost	# Nights/Days
Bruker Dallonics Training Course	Boston, MA	1	Airfare (roundtrip)	\$502.00	
			Hotel (per night)	\$158.00	4
			Per Diem (full day)	\$71.00	3
			Per Diem (partial day)	\$53.25	2
			Shuttle (round trip)		
			Rental Car (per car)	\$647.50	

\$502.00
 \$632.00
 \$213.00
 \$106.50
 \$0.00
 \$647.50
 Subtotal \$2,101.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 x 2 \$0.00

Purpose of Travel	Location	# Individuals	Item	Cost	# Nights/Days
Association of Firearm and Tool Mark Examiner's seminar (AFTE)	Albuquerque, NM	4	Airfare (roundtrip)	\$500.00	
			Hotel (per night)	\$81.00	5
			Per Diem (full day)	\$56.00	4
			Per Diem (partial day)	\$42.00	2
			Shuttle (round trip)	\$100.00	
			Rental Car (per car)		

Cost
 \$2,000.00
 \$810.00
 \$896.00
 \$336.00
 \$400.00
 \$0.00
 Subtotal \$4,442.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 \$50.00 x 2 \$100.00

Purpose of Travel	Location	# Individuals	Computation		
			Item	Cost	# Nights/Days
ASCLD Assessor Training annual meeting	Palm Beach, Florida	0	Airfare (roundtrip)	\$0.00	
		1	Hotel (per night)	\$84.00	5
		2	Per Diem (full day)	\$71.00	4
		2	Per Diem (partial day)	\$53.25	2
			Shuttle (round trip)		
			Rental Car (per car)		

Cost
 \$0.00
 \$420.00
 \$568.00
 \$213.00
 \$0.00
 \$0.00
 Subtotal \$1,201.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 \$50.00 x 2 \$100.00

Purpose of Travel	Location	# Individuals	Computation		
			Item	Cost	# Nights/Days
Toolmark Comparison Criteria course	Sacramento, CA	2	Airfare (roundtrip)	\$648.50	
		2	Hotel (per night)	\$99.00	5
		2	Per Diem (full day)	\$61.00	4
		2	Per Diem (partial day)	\$45.75	2
			Shuttle (round trip)		
			Rental Car (per car)	\$649.50	

\$1,297.00
 \$990.00
 \$488.00
 \$183.00
 \$0.00
 \$649.50
 Subtotal \$3,607.50

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 \$50.00 x 2 \$100.00

Palm Beach County Sheriff's Office Crime Lab

Purpose of Travel	Location	# Individuals	Computation		
			Item	Cost	# Nights/Days
Property and Evidence Association of Florida	Orlando, FL	5	Airfare (roundtrip)	\$0.00	
			Hotel (per night)	\$90.00	4
			Per Diem (full day)	\$50.00	4
			Per Diem (partial day)		
		5	Shuttle (round trip)	\$20.00	
			Rental Car (per car)		

Cost
 \$0.00
 \$1,800.00
 \$1,000.00
 \$0.00
 \$100.00
 \$0.00
 Subtotal \$2,900.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 \$10.00 x 2 \$20.00

Purpose of Travel	Location	# Individuals	Computation		
			Item	Cost	# Nights/Days
Borkenstein Course on the Effects of Drugs on Human Performance and Behavior	Indianapolis, IN	1	Airfare (roundtrip)	\$450.00	
			Hotel (per night)	\$150.00	6
			Per Diem (full day)	\$50.00	6
			Per Diem (partial day)		
		1	Shuttle (round trip)	\$0.00	
			Rental Car (per car)	\$300.00	

\$450.00
 \$900.00
 \$300.00
 \$0.00
 \$0.00
 \$300.00
 Subtotal \$1,950.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 \$0.00 x 2 \$0.00

Purpose of Travel	Location	# Individuals	Computation		
			Item	Cost	# Nights/Days
Southern Association of Forensic Scientists Annual Meeting	Huntsville, AL	1	Airfare (roundtrip)	\$450.00	
			Hotel (per night)	\$87.00	6
			Per Diem (full day)	\$50.00	6
			Per Diem (partial day)		
		1	Shuttle (round trip)	\$100.00	
			Rental Car (per car)		

\$450.00
 \$522.00
 \$300.00
 \$0.00
 \$100.00
 \$0.00
 Subtotal \$1,372.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 \$50.00 x 2 \$100.00

Purpose of Travel	Location	# Individuals	Computation		
			Item	Cost	# Nights/Days
Association of Firearms and Toolmarks Examiners Annual Meeting	Albuquerque, NM	2	Airfare (roundtrip)	\$450.00	
			Hotel (per night)	\$81.00	5
			Per Diem (full day)	\$50.00	5
			Per Diem (partial day)	\$40.00	1
		2	Shuttle (round trip)	\$100.00	
			Rental Car (per car)		

\$900.00
 \$810.00
 \$500.00
 \$80.00
 \$200.00
 \$0.00
 Subtotal \$2,490.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 \$50.00 x 2 \$100.00

Purpose of Travel	Location	# Individuals	Computation		
			Item	Cost	# Nights/Days
Annual ShotShow (Firearms Examiners)	Las Vegas, NV	1	Airfare (roundtrip)	\$450.00	
			Hotel (per night)	\$99.00	5
			Per Diem (full day)	\$50.00	5
			Per Diem (partial day)		
		1	Shuttle (round trip)	\$50.00	

\$450.00
 \$495.00
 \$250.00
 \$0.00
 \$50.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 \$25.00 x 2 \$50.00

			Rental Car (per car)		
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Subtotal \$0.00
 Subtotal \$1,245.00

**Medical Examiner's Office
 District 7**

Purpose of Travel	Location	# Individuals	Item	Cost	# Nights/Days
District 7 - Attend National Association of Medical Examiners (NAME) Conference	Milwaukee, WI	1	Airfare (roundtrip)	\$450.00	
			Hotel (per night)	\$97.00	5
			Per Diem (full day)	\$61.00	5
			Per Diem (partial day)		
			Shuttle (round trip)	\$0.00	
		Rental Car (per car)			

\$450.00
 \$485.00
 \$305.00
 \$0.00
 \$0.00
 \$0.00
 Subtotal \$1,240.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 x 2 \$0.00

Bureau of Forensic Fire and Explosives Analysis

Purpose of Travel	Location	# Individuals	Item	Cost	# Nights/Days
American Society of Crime Laboratory Directors 5/5-7/2013	Durham, NC	1	Airfare (roundtrip)	\$544.00	
			Hotel (per night)	\$91.00	3
			Per Diem (full day)	\$51.00	1
			Per Diem (partial day)	\$36.00	3
		1	Shuttle (round trip)	\$60.00	
		Rental Car (per car)			

\$544.00
 \$273.00
 \$51.00
 \$108.00
 \$60.00
 \$0.00
 Subtotal \$1,036.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 \$30.00 x 2 \$60.00

Purpose of Travel	Location	# Individuals	Item	Cost	# Nights/Days
Pittsburgh Conference of Analytical Chemistry 3/17-21/2013	Philadelphia, PA	1	Airfare (roundtrip)	\$700.00	
			Hotel (per night)	\$137.00	4
			Per Diem (full day)	\$66.00	1
			Per Diem (partial day)	\$36.00	4
		1	Shuttle (round trip)	\$60.00	
		Rental Car (per car)			

\$700.00
 \$548.00
 \$66.00
 \$144.00
 \$60.00
 \$0.00
 Subtotal \$1,518.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 \$30.00 x 2 \$60.00

*Note: Travel Costs DO NOT include any consultant/contractor travel expenses.

*Note: Travel Costs DO NOT include any registration fees or materials such as books or examination costs.

C. TRAVEL TOTAL \$40,672.00

D. Equipment--List non-expendable items that are to be purchased. (Note: Organization's own capitalization policy for classification of equipment should be used. Expendable items should be included in the "Supplies" category. Applicants should analyze the cost benefits of purchasing versus leasing equipment, especially high cost items and those subject to rapid technical advances. Rented or leased equipment costs should be listed in the "Contractual" category. The budget narrative for this category should explain how the equipment is necessary for the success of the project as well as describe the procurement method to be used.

Miami-Dade Police Department

Equipment Items	Computation		Cost
	Cost per Unit	# Units	
Nikon D-4 Digital SLR Camera/Lens	\$5,000.00	1.00	\$5,000.00
LED Monitors	\$179.00	11.00	\$1,969.00
Laser Jet Printer	\$600.00	1.00	\$600.00
Laser Jet Printers	\$299.99	2.00	\$599.98
Refrigerator	\$736.00	1.00	\$736.00
Desktop Computers (Forensic ID)	\$934.20	5.00	\$4,671.00
Barcode Reader and accessories	\$641.02	1.00	\$641.02
Desktop Computers (Fingerprint ID)	\$619.00	29.00	\$17,951.00

Medical Examiner's Office

District 2			
Computer w/printer	\$1,818.98	1.00	\$1,818.98
District 4			
Reciprocating 2-speed Shaker and accessories	\$1,912.38	1.00	\$1,912.38
District 5			
Laptop	\$882.99	1.00	\$882.99
Cat Larch Assembly for Dissecting sink	\$990.00	1.00	\$990.00
District 6			
Digital Cameras	\$512.59	2.00	\$1,025.18
District 9			
Dell Latitude Computer	\$1,822.73	2.00	\$3,645.46
District 11			
Dell Optiplex 990 Computer	\$926.25	3.00	\$2,778.75
District 18			
Nikon D90 Digital Camera	\$899.95	2.00	\$1,799.90
AF-S Micro-Nikkor 105mm Lens	\$984.95	1.00	\$984.95
AF-DX Zoom-Nikkor 18mm-55mm Lens	\$119.00	1.00	\$119.00

*Note: Unless your agency has a policy stating otherwise, OJP defines Equipment as items costing greater than \$5,000; if your agency does have a policy which counters OJP policy, use your agency's guidelines and note your agency's policy here:

D. EQUIPMENT TOTAL \$48,125.59

FDLE Policy: Equipment is defined as items costing more than \$1,000 or with a useful life of greater than one year.

E. Supplies--List items by type (office supplies, postage, training materials, copying paper, and other expendable items such as books, hand held tape recorders) and show the basis for computation. Generally, supplies include any materials that are expendable or consumed during the course of the project.

Broward County Sheriff's Office

Supply Items	Computation		Cost
	Cost per unit	# Units	
Small Test Tubes	\$38.91	11.00	\$428.01
Large Test Tubes	\$57.84	3.00	\$173.52
Auto sampler tubes	\$21.24	86.00	\$1,826.64
Snap top caps	\$21.07	86.00	\$1,812.02
Glass vial inserts	\$77.88	5.00	\$389.40
Barcode labels	\$149.84	8.00	\$1,198.72
Capillary columns	\$454.32	8.00	\$3,634.56
Small weigh boats	\$51.24	5.00	\$256.20

Purpose of Travel	Location	# Individuals	Item	Cost	# Nights/Days
			Airfare (roundtrip)		
			Hotel (per night)		
			Per Diem (full day)		
			Per Diem (partial day)		
			Shuttle (round trip)	\$0.00	
			Rental Car (per car)		

Cost
 \$0.00
 \$0.00
 \$0.00
 \$0.00
 \$0.00
 \$0.00
 \$0.00
 Subtotal \$0.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 _____ x 2 \$0.00

Purpose of Travel	Location	# Individuals	Computation Item	Cost	# Nights/Days
			Airfare (roundtrip)		
			Hotel (per night)		
			Per Diem (full day)		
			Per Diem (partial day)		
			Shuttle (round trip)	\$0.00	
			Rental Car (per car)		

Cost
 \$0.00
 \$0.00
 \$0.00
 \$0.00
 \$0.00
 \$0.00
 \$0.00
 Subtotal \$0.00

Shuttle Calculations: (calculate per person)
 Transportation Total/Round Trip
 Cost Per Person One Way Round Trip Cost
 _____ x 2 \$0.00

Item	Cost per unit	(define unit)	# Units	# Individuals

Cost
 \$0.00
 \$0.00
 \$0.00
 Subtotal \$0.00

Consultant Expenses Subtotal \$0.00

Contracts: Provide a description of the product or services to be procured by contract and an estimate of the cost. Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source contracts in excess of \$100,000.

Indian River Crime Laboratory

Item	Vendor	Service Provided	Cost
Maintenance / service contract	Micro Optics of Florida	Calibration for comparison microscope	\$650.00

Pinellas County Forensic Laboratory

Item	Vendor	Service Provided	Cost
Service Contract	Covalent	GC-MS Service and Maintenance	\$20,032.00

Medical Examiner's Office

Item	Vendor	Service Provided	Cost
District 6			
GPS Locater Service (12 month)	Discrete Wireless/GPS Fleet Solutions	Locater service to aid in transporting decedants from places of death to the ME offices	\$2,151.00
Wireless Broadband Service (12 month)	Verizon wireless	Service for 3 laptops	\$1,679.00
District 12			
Case mangement database	Intechgrate Systems and Verti-Q	update software for case management database	\$1,722.00
District 23			
Fire alarm system	W.W. Gay Fure and Integrated Systems Inc	Fire alarms system needed to meet accreditation requirements	\$2,000.00
District 16			
Case Management Database	CWD Enterprises	Database needed to replace current manual documentation	\$1,822.00

Contracts Subtotal \$30,056.00

G. CONSULTANTS/ CONTRACTS TOTAL \$30,056.00

H. Other Costs--List items (e.g., rent, reproduction, telephone, janitorial or security services, and investigative or confidential funds) by major type and the basis of the

computation. For example, provide the square footage and the cost per square foot rent, and provide a monthly rental cost and how many months to rent.

Bureau of Forensic Fire and Explosives Analysis

Description	Cost per unit	Computation (define unit)	# Units	Cost
Registration ASCLD	\$600.00	per person	1.00	\$600.00
Registration Pittcon	\$115.00	per person	1.00	\$115.00
Shortcourse Pittcon Registration	\$235.00	per person	1.00	\$235.00
Proficiency Tests for Flammables	\$180.00	per test	5.00	\$900.00
Proficiency Tests for Low Explosives	\$325.00	per test	2.00	\$650.00
Proficiency Tests for Chemical Unknowns	\$250.00	per test	2.00	\$500.00
Proficiency Tests for Forensic Video	\$350.00	per test	2.00	\$700.00
ASCLD/LAB Accreditation Fee	\$1,000.00	per laboratory	1.00	\$1,000.00
ASCLD/LAB Surveillance Fee	\$1,380.00	per laboratory	1.00	\$1,380.00

Broward County Sheriff's Office

Description	Cost per unit	Computation (define unit)	# Units	Cost
ASCLD Meeting Registration	\$495.00	attendees	1.00	\$495.00
AFTE Meeting Registration	\$400.00	attendees	2.00	\$800.00
AAFS Registration	\$500.00	attendees	4.00	\$2,000.00
AAFS Workshops	\$200.00	attendees	4.00	\$800.00
AFIS User's Conference Registration	\$495.00	attendees	1.00	\$495.00
IAI Registration	\$395.00	attendees	3.00	\$1,185.00
IAI Workshops	\$125.00	attendees	3.00	\$375.00
Storage Unit for Ammunition	\$5,600.00	unit	1.00	\$5,600.00

Indian River Crime Laboratory

Description	Cost per unit	Computation (define unit)	# Units	Cost
Annual Accreditation fee	\$1,386.00	annual	1.00	\$1,386.00
Justice Trax license renewals	\$810.00	license	11.00	\$8,910.00
Proficiency test: Drug chemistry	\$165.00	each	2.00	\$330.00
Proficiency test: Serial number	\$195.00	each	2.00	\$390.00
Proficiency test: Firearms	\$165.00	each	2.00	\$330.00
Proficiency test: Toolmarks	\$195.00	each	2.00	\$390.00
Proficiency test: Impression	\$224.00	each	2.00	\$448.00
Proficiency test: Flammables	\$180.00	each	1.00	\$180.00
Proficiency test: Blood alcohol	\$150.00	each	1.00	\$150.00
Science of Firearms Toolmarks Course Registration	\$1,000.00	course	1.00	\$1,000.00

Miami-Dade Police Department

Description	Cost per unit	Computation (define unit)	# Units	Cost
Bruker Daltonics Training Course Registration Fees	\$2,800.00	attendee	1.00	\$2,800.00
Toolmark Comparison Training Course	\$670.00	attendee	2.00	\$1,340.00
Fire Debris Training Course Registration	\$1,100.00	attendee	1.00	\$1,100.00
AFTE annual training seminar Registration	\$600.00	attendee	4.00	\$2,400.00

Palm Beach County Sheriff's Office Crime Lab

Description	Cost per unit	Computation (define unit)	# Units	Cost
Examination of Simultaneous Impressions Registration	\$400.00	attendees	8.00	\$3,200.00
Property and Evidence Conference Registration	\$250.00	attendees	5.00	\$1,250.00
Borkenstein Course on the Effects of Drugs on Human Performance and Behavior Registration	\$1,500.00	attendees	1.00	\$1,500.00
Southern Association of Forensic Sciences Registration	\$500.00	attendees	1.00	\$500.00

Association of Firearms and Toolmarks Examiners Registration	\$335.00	attendees	2.00	\$670.00
ShotShow Registration	\$25.00	attendees	1.00	\$25.00

Medical Examiner's Office

District 5				
Dragon Naturally Speaking Software	\$199.99	each	1.00	\$199.99
District 7				
Registration for NAME conference	\$955.00	attendees	1.00	\$955.00
Tech books for NAME Conference	\$915.00	per attendee	1.00	\$915.00
District 17				
College of American Pathologists CD based educational software	\$420.00	each	1.00	\$420.00
College of American Pathologists CD based educational software licenses	\$116.00	license	12.00	\$1,392.00

*Note all registration fees and materials are listed in the Other category

H. OTHER COSTS TOTAL \$50,010.99

*Note *shipping costs* should be listed in the Other category

*Note *software* and *licenses* should be listed in the Other category, however *IT installations* should be listed under Consultants/Contracts

I. Indirect Cost--Indirect costs are allowed only if the applicant has Federally approved indirect cost rate. *A copy of the rate approval, (a fully executed, negotiated agreement), must be attached.* If the applicant does not have an approved rate, one can be requested by contacting the applicant's cognizant Federal agency, which will review all documentation and approve a rate for the applicant organization, or if the applicant's accounting system permits, costs may be allocated in the direct costs categories.

FDLE

Description	Computation		Cost
	Award Amount	Approved rate	
	\$0.00	0%	\$0.00

I. INDIRECT COST TOTAL \$0.00

*Note: Indirect Costs **CANNOT EXCEED 10%** of the award amount. Indirect costs include ALL grant administration expenses including *salaries* and *supplies* and *should be detailed in the appropriate budget category.*

*Note: An **APPROVED** indirect cost rate agreement documentation must be submitted with your agency's budget in order to include any indirect costs.

Budget Summary--When you have completed this budget worksheet, the totals for each category will transfer to the spaces below. The total costs and total project costs will be computed via Excel formula. Indicate the amount of Federal requested and the amount of non-Federal funds that will support the project.

Budget Category	Amount
A. Personnel	\$239,089.63
B. Fringe Benefits	\$7,832.10
C. Travel	\$40,672.00
D. Equipment	\$48,125.59
E. Supplies	\$20,361.69
F. Construction	\$0.00
G. Consultants/Contracts	\$30,056.00
H. Other	\$50,010.99
Total Direct Costs	\$436,148.00
I. Indirect Costs	\$0.00
TOTAL PROJECT COSTS	\$436,148.00
Federal Request	\$436,148.00
Non-Federal Amount	\$0.00

NOTE: If a Non-Federal amount is entered, make sure those items for which they will be used must be incorporated into your overall budget. Indicate clearly throughout your

NOTE: If a 100% effort amount is entered, make sure those items for which they will be used must be incorporated into your overall budget. Indicate clearly throughout your budget narrative and detail worksheet for which items these funds will be used.