

BOCC APPROVAL LETTERS



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 www.pbcgov.com

**Palm Beach County
 Board of County
 Commissioners**

- Steven L. Abrams, Mayor
- Priscilla A. Taylor, Vice Mayor
- Hal R. Valeche
- Paulette Burdick
- Shelley Vana
- Mary Lou Berger
- Jess R. Santamaria

County Administrator
 Robert Weisman

"An Equal Opportunity
 Affirmative Action Employer"



July 31, 2013

Mr. Clayton H. Wilder
 Florida Department of Law Enforcement
 Office of Criminal Justice Grants
 2331 Phillips Road
 Tallahassee, FL 32308


Dear Mr. Wilder:

Please be advised that on September 10, 2013, the Board of County Commissioners will be asked to approve the below referenced distribution of \$362,544 of Federal Fiscal Year 2013 (FY2014) Edward Byrne Memorial Justice Assistance Grant (JAG) funds for the following projects within Palm Beach County:

SUBGRANTEE	PROJECT TITLE	FEDERAL FUNDS RECOMMENDED
Palm Beach County	Palm Beach County Drug Court Treatment	227,407
Palm Beach County	Law Enforcement Exchange	100,000
Palm Beach County	County-wide Re-entry Services	35,137
TOTAL		\$362,544

This letter is submitted to comply with the State of Florida *Rule 11D-9, F.A.C.*

Sincerely,


 Steven L. Abrams
 Mayor

C: Michael Rodriguez
 Executive Director, Criminal Justice Commission
 Robert Weisman, County Administrator



July 2, 2013

P.O. Box 1989
West Palm Beach, FL 33402-1989
(561) 355-2001
FAX: (561) 355-3990
www.pbcgov.com

Dr. Gary L. Dennis,
Senior Policy Advisor for Corrections
Bureau of Justice Assistance
Office of Justice Programs
810 Seventh St. NW
Washington, DC 20531

Re: Edward Byrne Memorial Justice Assistance Grant (JAG)
Program FY 2013 Local Solicitation Grant Application

Dear Dr. Dennis:

As Chair of the Palm Beach County Board of County Commissioners I conditionally approve the Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2013 Local Solicitation Grant Application Grant Application of \$158,794 for the following projects within Palm Beach County:

SUBGRANTEE	PROJECT TITLE	FEDERAL FUNDS RECOMMENDED
Palm Beach County/Board of County Commissioners	County-wide Re-entry Services	\$158,794
TOTAL		\$158,794

The application will be presented to the Board of County Commissioners for ratification at the next Board meeting.

Sincerely,

Steven L. Abrams
Mayor, Board of County Commissioners

**Palm Beach County
Board of County
Commissioners**

Steven L. Abrams, Mayor

Priscilla A. Taylor, Vice Mayor

Hal R. Valeche

Paulette Burdick

Shelley Vana

Mary Lou Berger

Jess R. Santamaria

County Administrator

Robert Weisman

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**FDLE AND DOJ
FUNDING
ANNOUNCEMENTS**



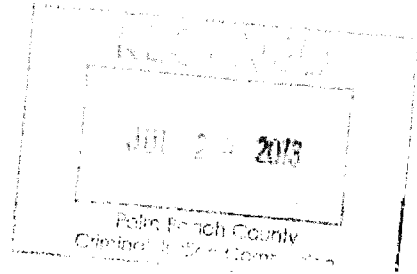
Florida Department of
Law Enforcement

Gerald M. Bailey
Commissioner

Business Support
Office of Criminal Justice Grants
Post Office Box 1489
Tallahassee, FL 32302-1489
(850) 617-1250
www.fdle.state.fl.us

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

July 18, 2013



Mr. Michael L. Rodriguez
Executive Director
Palm Beach County
Criminal Justice Commission
301 North Olive Avenue, Suite 1001
West Palm Beach, Florida 33401

Dear Mr. Rodriguez:

The Florida Department of Law Enforcement (FDLE) was informed by the United States Department of Justice (DOJ) that the anticipated Justice Assistance Grant (JAG) funds allocated to the State of Florida will increase as a result of including additional unobligated funds from previous federal fiscal years. We are pleased to announce that this results in an increase of JAG Countywide funding for each county. The amount allocated for Palm Beach County has increased to \$362,544. The letters of approval representing agreement among at least 51 percent of all units of local government representing at least 51 percent of the county population must show the new allocation of dollars to each project in the county.

The deadline for the on-line submission of the JAG Countywide applications is extended until July 31, 2013. Please contact Planning Manager Janice Parish if this deadline poses additional concerns, if you have any questions regarding changes with your JAG application, or you need the application returned in the Subgrant Information Management On-Line (SIMON) system. The Office of Criminal Justice Grants (OCJG) is available for assistance Monday through Friday, 8:00 a.m. – 5:00 p.m. EDT. For issues relating to SIMON, please contact (850) 617-1250 and reference the SIMON Help Desk.

Sincerely,

Petrina Tuttle Herring
Administrator

PTH/jp

cc: Chief Official for Palm Beach County
Mayors in Palm Beach County
Law Enforcement Agencies in Palm Beach County
Project Directors in Palm Beach County

**PROGRAM ANNOUNCEMENT
FEDERAL FISCAL YEAR 2013**

**Edward Byrne Memorial Justice Assistance Grant (JAG) Program
Countywide State Solicitation**

The State of Florida, Department of Law Enforcement (FDLE), anticipates an award from the United States Department of Justice (USDOJ) for \$7,071,683 in Justice Assistance Grant (JAG) funds. FDLE will distribute these funds in accordance with the JAG Countywide distribution provisions of Chapter 11D-9, Florida Administrative Code. This announcement is to notify eligible applicants of program requirements. Please note this Program Announcement includes information from the USDOJ relating several areas of national focus and its priorities to help maximize the effectiveness of the Byrne/JAG funding.

Eligible Applicants

Units of local government are eligible to receive subgrants from FDLE. "Units of local government" means any city, county, town, township, borough, parish, village, or other general-purpose political subdivision of a State and includes Native American Tribes that perform law enforcement functions as determined by the Secretary of the Interior.

Program Strategy and Purposes

JAG blends the previous Byrne Formula and Local Law Enforcement Block Grant (LLEBG) Programs to provide agencies with the flexibility to prioritize and to support a broad range of activities to prevent and control crime based on their own local needs and conditions. JAG funds can be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice. Local units of government receiving JAG funding have the flexibility to implement projects in any of the seven federally approved purpose areas, listed below.

- 1) Law enforcement programs
- 2) Prosecution and court programs
- 3) Prevention and education programs
- 4) Corrections and community corrections programs
- 5) Drug treatment and enforcement programs
- 6) Planning, evaluation, and technology improvement programs
- 7) Crime victim and witness programs

Any law enforcement or justice initiative previously eligible for funding under Byrne or LLEBG is eligible for JAG funding.

Coordination Efforts

Each county is allocated a sum of money for use by all local governments within the county. This amount is determined through a funding algorithm established in the administrative rule.

Chapter 11D-9.005, Florida Administrative Code, requires that units of government in each county reach consensus concerning the expenditure of these funds, including the projects to be implemented and the agency responsible for such implementation. Maximum coordination is required to meet this program requirement, and the Department requests the county board of commissioners to serve as the coordinating unit for all local governments within the county. The Chairman, Board of County Commissioners, in each county so notified is requested to return to the Department a statement of certification indicating the county's willingness to serve. This certification must be returned within 30 days from the date of receipt of notification. In the event the county declines to serve in this capacity, the Department will request the governing body of each municipality in the county, in descending order of population, to serve as the coordinating unit of government.

Each county or coordinating unit of government is encouraged to form a criminal justice coordinating/planning group to identify and implement criminal justice priorities for the county, to plan strategies to address those priorities, to identify areas of greatest need, and to review all possible sources of revenue to make sure that funds go to the programs or issues that need them most.

Furthermore, FDLE requires that units of government in each county reach consensus concerning the expenditure of the JAG funds, including the projects to be implemented and the agency responsible for such implementation. Each county must document this consensus by submitting letters from at least 51 percent of the units of government which also represent at least 51 percent of the population located in said county.

Match Requirements

There is no match requirement under the guidelines of the JAG program.

DOJ/Bureau of Justice Assistance (BJA) Priorities

BJA wishes to ensure that recipients are aware of several areas of national focus and priority and to encourage recipients to maximize the effective use of JAG funds. The following is a brief list of key priorities:

- 1) Reducing Gun Violence
- 2) Recidivism Reduction and Justice System Realignment
- 3) Indigent Defense
- 4) Evidence-Based "Smart" Programs

For more information on BJA's priorities, recipients may access: <https://www.bja.gov/Funding/13JAGStateSol.pdf> (see pages 13-14). This is for informational purposes only; do not apply for any funds through this solicitation. Recipient must still submit an application for funding through SIMON.

Application Requirements and Deadlines

Once the Certificate of Participation form designating the coordinator for your county is received, the Office of Criminal Justice Grants will send this individual further information regarding the application process.

Applicants must apply on-line using FDLE's grant management system. The deadline for the on-line submission is **5:00 P.M., Wednesday, July 24, 2013**. In addition, applicants must print out the completed application and submit **two (2) hard copies** (both with *original signatures*) no later than **5:00 P.M., Friday, August 2, 2013**. **A separate application must be submitted for each proposed project.** Applications should be mailed or hand delivered to the Florida Department of Law Enforcement, Office of Criminal Justice Grants, 2331 Phillips Road, Tallahassee, Florida 32308, Attention: Clayton H. Wilder, Administrator.

Applications must be accompanied by letters of approval representing agreement among at least 51 percent of all units of local government representing at least 51 percent of the county population as to the allocation of dollars to each project in the county.

Questions regarding this Program Announcement should be directed to Clayton H. Wilder, Florida Department of Law Enforcement, at (850) 617-1250.



The U.S. Department of Justice (DOJ), Office of Justice Programs' (OJP) Bureau of Justice Assistance (BJA) is seeking applications for funding under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. This program furthers the Department's mission by assisting state, local, and tribal efforts to prevent or reduce crime and violence.

Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2013 Local Solicitation

Eligibility

Applicants are limited to units of local government appearing on the FY 2013 JAG Allocations List. To view this list, go to www.bja.gov/programs/jag/13jagallocations.html. For JAG Program purposes, a unit of local government is: a town, township, village, parish, city, county, borough, or other general purpose political subdivision of a state; or, it may also be a federally recognized Indian tribe that performs law enforcement functions (as determined by the Secretary of the Interior). Otherwise a unit of local government may be any law enforcement district or judicial enforcement district established under applicable state law with authority to independently establish a budget and impose taxes. In Louisiana, a unit of local government means a district attorney or parish sheriff. In the District of Columbia or any U.S. Trust Territory, a unit of local government is any agency of the District of Columbia or federal government performing law enforcement functions for the District of Columbia or U.S. Trust Territory.

Deadline

Applicants must register in OJP's Grants Management System (GMS) prior to submitting an application for this funding opportunity. Select the "Apply Online" button associated with the solicitation title. (See "How to Apply," page 19.) All registrations and applications are due by 8:00 p.m. eastern time on July 9, 2013. (See "Deadlines: Registration and Application," page 4.)

Contact Information

For technical assistance with submitting the application, contact the Grants Management System Support Hotline at 1-888-549-9901, option 3, or via e-mail to GMS.HelpDesk@usdoj.gov.

Note: The GMS Support Hotline hours of operation are Monday–Friday from 6:00 a.m. to 12 midnight eastern time, except federal holidays.

For assistance with any other requirement of this solicitation, contact the BJA Justice Information Center at 1–877–927–5657, via e-mail to JIC@telesishq.com, or by live web chat. The BJA Justice Information Center hours of operation are 8:30 a.m. to 5:00 p.m. eastern time, and 8:30 a.m. to 8:00 p.m. eastern time, Monday through Friday, on the solicitation close date. You may also contact your State Policy Advisor: www.bja.gov/About/Contacts/ProgramsOffice.html.

Funding opportunity number assigned to announcement: BJA-2013-3599

Release date: May 30, 2013

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Edward Byrne Memorial Justice Assistance Grant (JAG) Program: Local Solicitation CFDA #16.738

Overview

The Edward Byrne Memorial Justice Assistance Grant (JAG) Program (42 U.S.C. 3751(a)) is the primary provider of federal criminal justice funding to state and local jurisdictions. The JAG Program provides states and units of local governments with critical funding necessary to support a range of program areas including law enforcement, prosecution and court programs, prevention and education programs, corrections and community corrections, drug treatment and enforcement, crime victim and witness initiatives, and planning, evaluation, and technology improvement programs.

Deadlines: Registration and Application

Applicants must register in GMS prior to submitting application for this funding opportunity. Select the "Apply Online" button associated with the solicitation title. The deadline to register in GMS and the deadline to apply for funding under this announcement is 8:00 p.m. eastern time on July 9, 2013. See "How To Apply" on page 19 for details.

Eligibility

Refer to the title page for eligibility under this program.

Program-Specific Information

Program Areas

JAG funds may be used for state and local initiatives, technical assistance, strategic planning, research and evaluation (including forensics), data collection, training, personnel, equipment, forensic laboratories, supplies, contractual support, and criminal justice information systems that will improve or enhance such areas as:

- Law enforcement programs.
- Prosecution and court programs.
- Prevention and education programs.
- Corrections and community corrections programs.
- Drug treatment and enforcement programs.
- Planning, evaluation, and technology improvement programs.
- Crime victim and witness programs (other than compensation).

Award Recipient Responsibilities: The Chief Executive Officer (CEO) of an eligible unit of local government or other officer designated by the CEO must submit the application for JAG funds. A unit of local government receiving a JAG award will be responsible for the administration of the funds including: distributing the funds; monitoring the award; submitting

quarterly financial status (SF-425) and performance metrics reports and annual programmatic reports; and providing ongoing oversight and assistance to any subrecipients of the funds.

Governing Body Review: No fewer than 30 days prior to application submission, the applicant agency (fiscal agent in disparate situations) must make the grant application available for review by the governing body (or to the organization designated by the governing body. **See the Review Narrative section on page 15 for additional information.**

Public Comment: At the time of application submission, the applicant agency (the fiscal agent in disparate situations) must provide an assurance that the application was made public and an opportunity to comment was provided to citizens and neighborhood or community organizations to the extent the applicable law or established procedure makes such an opportunity available. **See the Review Narrative section on page 15 for additional information.**

Prohibited Uses: No JAG funds may be expended outside of JAG program areas. Even within these program areas, however, JAG funds cannot be used directly or indirectly for security enhancements or equipment for nongovernmental entities not engaged in criminal justice or public safety. Additionally, **JAG funds may not be used directly or indirectly to provide for any of the following matters unless the BJA Director certifies that extraordinary and exigent circumstances exist;** making them essential to the maintenance of public safety and good order:

- *Vehicles, vessels, or aircraft.
- **Unmanned aerial vehicles/unmanned aircraft, aircraft system, or aerial vehicles (UA/UAS/UAV).
- Luxury items.
- Real estate.
- Construction projects (other than penal or correctional institutions).
- Any similar matters.

***Police cruisers, police boats, and police helicopters are allowable vehicles under JAG and do not require BJA certification.**

****Unmanned Aircraft, Aircraft System, or Aerial Vehicles (UA/UAS/UAV):** No JAG funds may be expended on these items unless the BJA Director certifies that extraordinary and exigent circumstances exist, making them essential to the maintenance of public safety and good order. Also, any grant award using funds for this purpose may be subject to additional reporting criteria, which will be spelled out in a customized special condition attached to the grant award.

For information related to requesting a waiver to obtain BJA certification for any prohibited item, or for examples of allowable vehicles that do not require BJA certification, refer to the JAG FAQs on BJA's [JAG web page](#).

Evidence-Based Programs or Practices

OJP places a strong emphasis on the use of data and evidence in policy making and program development in criminal justice. OJP is committed to:

- improving the quantity and quality of evidence OJP generates;

- integrating evidence into program, practice, and policy decisions within OJP and the field; and
- improving the translation of evidence into practice.

OJP considers programs and practices to be evidence-based when their effectiveness has been demonstrated by causal evidence, generally obtained through one or more outcome evaluations. Causal evidence documents a relationship between an activity or intervention (including technology) and its intended outcome, including measuring the direction and size of a change, and the extent to which a change may be attributed to the activity or intervention. Causal evidence depends on the use of scientific methods to rule out, to the extent possible, alternative explanations for the documented change. The strength of causal evidence, based on the factors described above, will influence the degree to which OJP considers a program or practice to be evidence-based.

OJP's CrimeSolutions.gov web site is one resource that applicants may use to find information about evidence-based programs in criminal justice, juvenile justice, and crime victim services. Additionally, when considering evidence-based programs and practices specific to reentry, it is recommended that jurisdictions review the [What Works in Reentry Clearinghouse](#) for important research on the effectiveness of a wide variety of reentry programs and practices. The Clearinghouse provides a one-stop shop for practitioners and service providers seeking guidance on evidence-based reentry interventions.

Amount and Length of Awards

Eligible award amounts under JAG are posted annually on BJA's JAG web page: www.bja.gov/ProgramDetails.aspx?Program_ID=59.

Awards of at least \$25,000 or more are 4 years in length with an award period of October 1, 2012 through September 30, 2016. Extensions beyond a 4-year period may be made on a case-by-case basis at the discretion of BJA and must be requested via the Grants Management System (GMS) **no less than 30 days prior to the grant end date**.

Awards that are less than \$25,000 are 2 years in length with an award period of October 1, 2012 through September 30, 2014. Requests for up to two additional years to complete performance of the award will be granted automatically, pursuant to 42 U.S.C. § 3751(f). Extensions beyond a 4-year period may be made on a case-by-case basis at the discretion of BJA and must be requested via the Grants Management System (GMS) **no less than 30 days prior to the grant end date**.

All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

Budget Information

Applicants must submit a budget and budget narrative outlining how JAG funds, including administrative funds if applicable, will be used to support and implement the program. **See the budget narrative description under "What an Application Should Include" on page xx for more information.**

Formula: Once each fiscal year's overall JAG Program funding level is determined, BJA partners with the Bureau of Justice Statistics (BJS) to begin a four-step grant award calculation process which consists of:

1. Computing an initial JAG allocation for each state and territory, based on their share of violent crime and population (weighted equally).
2. Reviewing the initial JAG allocation amount to determine if the state or territory allocation is less than the minimum ("de minimus") award amount defined in the JAG legislation (0.25 percent of the total). If this is the case, the state or territory is funded at the minimum level, and the funds required for this are deducted from the overall pool of JAG funds. Each of the remaining states receives the minimum award plus an additional amount based on their share of violent crime and population.
3. Dividing each state's final award amount (except for the territories and District of Columbia) between state and local governments at a rate of 60 and 40 percent, respectively.
4. Determining local unit of government award allocations, which are based on their proportion of the state's 3-year violent crime average. If a local eligible award amount is less than \$10,000, the funds are returned to the state to be awarded to these local units of government through the state agency. If the eligible award amount is \$10,000 or more, then the local government is eligible to apply for a JAG award directly from BJA.

Administrative Funds: A unit of local government may use up to 10 percent of the award, including interest, for costs associated with administering JAG funds.

Supplanting: Supplanting is prohibited under JAG. Applicants cannot replace or supplant non-federal funds that have been appropriated for the same purpose. See the JAG FAQs on BJA's [JAG web page](#) for examples of supplanting.

Leveraging of Grant Funds: Although supplanting is prohibited, the leveraging of federal funding is encouraged. For example, a city may utilize JAG and Homeland Security Grant Program (HSGP) money to fund different portions of a fusion center project. In instances where leveraging occurs, all federal grant funds must be tracked and reported on separately and may not be used to fund the same line items. Additionally, federal funds cannot be used as match for other federal awards.

Disparate Certification: A disparate allocation occurs when a city or municipality is allocated one-and-one-half times (150 percent) more than the county, while the county bears more than 50 percent of the costs associated with prosecution or incarceration of the municipality's Part 1 violent crimes. A disparate allocation also occurs when multiple cities or municipalities are collectively allocated four times (400 percent) more than the county, and the county bears more than 50 percent of the collective costs associated with prosecution or incarceration of each municipality's Part 1 violent crimes.

- ★ Jurisdictions certified as disparate must identify a fiscal agent that will submit a **joint application** for the aggregate eligible allocation to all disparate municipalities. The joint application must determine and specify the award distribution to each unit of local government and the purposes for which the funds will be used. When beginning the JAG

application process, a Memorandum of Understanding (MOU) that identifies which jurisdiction will serve as the applicant/fiscal agent for joint funds must be completed and signed by the Authorized Representative for each participating jurisdiction. The signed MOU should be attached to the application. For a sample MOU, go to www.bja.gov/Funding/JAGMOU.pdf.

Trust Fund: Award recipients may draw down JAG funds in advance. To do so, a trust fund must be established in which to deposit the funds. The trust fund may or may not be an interest-bearing account. If subrecipients draw down JAG funds in advance, they also must establish a trust fund in which to deposit funds. This trust fund requirement does not apply to direct JAG award recipients or subrecipients that draw-down on a reimbursement basis rather than in advance.

Limitation on Use of Award Funds for Employee Compensation; Waiver: With respect to any award of more than \$250,000 made under this solicitation, recipients may not use federal funds to pay total cash compensation (salary plus cash bonuses) to any employee of the award recipient at a rate that exceeds 110 percent of the maximum annual salary payable to a member of the Federal Government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. The 2013 salary table for SES employees is available at www.opm.gov/oca/13tables/indexSES.asp. Note: A recipient may compensate an employee at a greater rate, provided the amount in excess of this compensation limitation is paid with non-federal funds. (Any such additional compensation will not be considered matching funds where match requirements apply.)

The Assistant Attorney General (AAG) for OJP may exercise discretion to waive, on an individual basis, the limitation on compensation rates allowable under an award. An applicant requesting a waiver should include a detailed justification in the budget narrative of the application. Unless the applicant submits a waiver request and justification with the application, the applicant should anticipate that OJP will request the applicant to adjust and resubmit the budget.

The justification should include the particular qualifications and expertise of the individual, the uniqueness of the service the individual will provide, the individual's specific knowledge of the program or project being undertaken with award funds, and a statement explaining that the individual's salary is commensurate with the regular and customary rate for an individual with his/her qualifications and expertise, and for the work to be done.

Minimization of Conference Costs: OJP encourages applicants to review the OJP guidance on conference approval, planning, and reporting that is available on the OJP web site at www.ojp.gov/funding/confcost.htm. This guidance sets out the current OJP policy, which requires all funding recipients that propose to hold or sponsor conferences (including meetings, trainings, and other similar events) to minimize costs, requires OJP review and prior written approval of most conference costs for cooperative agreement recipients (and certain costs for grant recipients), and generally prohibits the use of OJP funding to provide food and beverages at conferences. The guidance also sets upper limits on many conference costs, including facility space, audio/visual services, logistical planning services, programmatic planning services, and food and beverages (in the rare cases where food and beverage costs are permitted at all).

Prior review and approval of conference costs can take time (see the guidance for specific deadlines), and applicants should take this into account when submitting proposals. Applicants

also should understand that conference cost limits may change and that they should check the guidance for updates before incurring such costs.

Note on food and beverages: OJP may make exceptions to the general prohibition on using OJP funding for food and beverages, but will do so only in rare cases where food and beverages are not otherwise available (e.g., in extremely remote areas); the size of the event and capacity of nearby food and beverage vendors would make it impractical to not provide food and beverages; or a special presentation at a conference requires a plenary address where conference participants have no other time to obtain food and beverages. Any such exception requires OJP's prior written approval. The restriction on food and beverages does not apply to water provided at no cost, but does apply to any and all other refreshments, regardless of the size or nature of the meeting. Additionally, this restriction does not affect direct payment of per diem amounts to individuals in a travel status under your organization's travel policy.

Costs Associated with Language Assistance (if applicable): If an applicant proposes a program or activity that would deliver services or benefits to individuals, the costs of taking reasonable steps to provide meaningful access to those services or benefits for individuals with limited English proficiency may be allowable. Reasonable steps to provide meaningful access to services or benefits may include interpretation or translation services where appropriate.

For additional information, see the "Civil Rights Compliance" section of the OJP "Other Requirements for OJP Applications" web page at www.ojp.usdoj.gov/funding/other_requirements.htm.

Match Requirement: While match is not required under the JAG Program, match is an effective strategy to expand justice funds and build buy-in for local criminal justice initiatives. Matching funds become part of the overall award amount, and as such are subject to audit and must be expended or deobligated prior to closeout.

Other JAG Requirements

Body Armor Certification

- Ballistic-resistant and stab-resistant body armor can be funded through two BJA-administered programs: the JAG Program and the Bulletproof Vest Partnership (BVP) Program.
- The BVP Program is designed to provide a critical resource to state and local law enforcement through the purchase of ballistic-resistant and stab-resistant body armor. A jurisdiction is able to request up to 50 percent of the cost of a vest with BVP funds. For more information on the BVP Program, including eligibility and application, refer to the [BVP web page](#).
- JAG funds may also be used to purchase vests for an agency, but they may not be used to pay for that portion of the ballistic-resistant vest (50 percent) that is not covered by BVP funds. Unlike BVP, JAG funds used to purchase vests do not require a 50 percent match.
- Vests purchased with JAG funds may be purchased at any threat level, make, or model from any distributor or manufacturer, as long as the vests have been tested and found to comply with the latest applicable National Institute of Justice ballistic or stab standards. In addition, vests purchased must be American-made. Information on the latest National Institute of

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justice (NIJ) standards can be found at: www.nij.gov/topics/technology/body-armor/safety-initiative.htm.

- As is the case in BVP, grantees who wish to purchase vests with JAG funds must certify that law enforcement agencies receiving vests have a written "mandatory wear" policy in effect. FAQs related to the mandatory wear policy and certifications can be found at www.bja.gov/Funding/JAGFAQ.pdf. This policy must be in place for at least all uniformed officers before any FY 2013 funding can be used by the agency for vests. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty. The certification **must** be signed by the certifying official and **must** be attached to the application. If the grantee proposes to change project activities to utilize JAG funds to purchase bulletproof vests after the application period (during the project period), then the grantee must submit the signed certification to BJA at that time. A mandatory wear concept and issues paper and a model policy are available by contacting the BVP Customer Support Center vests@usdoj.gov or toll free at 1-877-758-3787.
- A copy of the certification related to the mandatory wear can be found at: www.bja.gov/Funding/13JAGBVPCert.pdf.

Interoperable Communications

- Grantees (including subgrantees) that are using FY 2013 JAG Program funds to support emergency communications activities (including the purchase of interoperable communications equipment and technologies such as voice-over-internet protocol bridging or gateway devices, or equipment to support the build out of wireless broadband networks in the 700 MHz public safety band under the Federal Communications Commission (FCC) Waiver Order) must ensure:
 - Compliance with the *FY 2013 SAFECOM Guidance for Emergency Communication Grants* (including provisions on technical standards that ensure and enhance interoperable communications).
 - Adherence to the technical standards set forth in the FCC Waiver Order, or any succeeding FCC orders, rules, or regulations pertaining to broadband operations in the 700 MHz public safety band.
 - Projects support the Statewide Communication Interoperability Plan (SCIP) and are fully coordinated with the full-time Statewide Interoperability Coordinator (SWIC) in the state of the project. As the central coordination point for their state's interoperability effort, the SWIC plays a critical role, and can serve as a valuable resource. SWICs are responsible for the implementation of the SCIP through coordination and collaboration with the emergency response community. The U.S. Department of Homeland Security Office of Emergency Communications maintains a list of SWICs for each of the 56 states and territories. Contact OEC@hq.dhs.gov.
 - All communications equipment purchased with grant award funding (plus the quantity purchased of each item) is identified during quarterly performance metrics reporting.

DNA Testing of Evidentiary Materials and Upload of DNA Profiles to a Database

If JAG program funds will be used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS, the national DNA

BJA-2013-3599

database operated by the Federal Bureau of Investigation (FBI)), by a government DNA lab with access to CODIS. No profiles generated with JAG funding may be entered into any other non-governmental DNA database without prior express written approval from BJA. For more information, refer to the NIJ FY 2013 DNA Backlog Reduction Program, available at www.ncjrs.gov/pdffiles1/nij/sI001062.pdf. In addition, funds may not be used for purchase of DNA equipment and supplies when the resulting DNA profiles from such technology are not accepted for entry into CODIS.

Reporting Requirements, Performance Measures, and JAG Showcase

Submission of performance measures data is not required for the application. Instead, applicants should discuss in their application their proposed methods for collecting data for performance measures. Refer to the section "What an Application Should Include" on page 15 for additional information.

Award recipients will be required to submit quarterly financial status (SF-425) and annual programmatic reports through GMS, quarterly performance metrics reports (see Performance Measures section below) through BJA's Performance Measurement Tool (PMT), and Federal Funding Accountability and Transparency Act (FFATA) reports through the FFATA Sub-award Reporting System (FSRS) as necessary (see FFATA section below).

Performance Measures

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act of 1993 (GPRA), P.L. 103-62, and the GPRA Modernization Act of 2010, Public Law 111-352, applicants who receive funding under this solicitation must provide data that measures the results of their work done under this solicitation. **Quarterly performance metrics reports must be submitted through BJA's Performance Measurement Tool (PMT) web site, available at www.bjaperformancetools.org. The performance measures can be found at: www.bjaperformancetools.org/help/JAGMeasuresQuestionnaire.pdf.**

Note on Project Evaluations

Applicants that propose to use funds awarded through this solicitation to conduct project evaluations should be aware that certain project evaluations (such as systematic investigations designed to develop or contribute to generalizable knowledge) may constitute "research" for purposes of applicable DOJ human subjects protection regulations. However, project evaluations that are intended only to generate internal improvements to a program or service, or are conducted only to meet OJP's performance measure data reporting requirements likely do not constitute "research." Applicants should provide sufficient information for OJP to determine whether the particular project they propose would either intentionally or unintentionally collect and/or use information in such a way that it meets the DOJ regulatory definition of research.

Research, for the purposes of human subjects protections for OJP-funded programs, is defined as, "a systematic investigation, including research development, testing, and evaluation, designed to develop or contribute to generalizable knowledge" 28 C.F.R. § 46.102(d). For additional information on determining whether a proposed activity would constitute research, see the decision tree to assist applicants on the "Research and the Protection of Human Subjects" section of the OJP "Other Requirements for OJP Applications" Web page (www.ojp.usdoj.gov/funding/other_requirements.htm). Applicants whose proposals may involve

a research or statistical component also should review the "Confidentiality" section on that Web page.

Notice of Post-Award FFATA Reporting Requirement

Applicants should anticipate that OJP will require all recipients (other than individuals) of awards of \$25,000 or more under this solicitation, consistent with the Federal Funding Accountability and Transparency Act of 2006 (FFATA), to report award information on any first-tier subawards totaling \$25,000 or more, and, in certain cases, to report information on the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients. Each applicant entity must ensure that it has the necessary processes and systems in place to comply with the reporting requirements should it receive funding. Reports regarding subawards will be made through the FFATA Subaward Reporting System (FSRS), found at www.fsrs.gov.

Note also that applicants should anticipate that no subaward of an award made under this solicitation may be made to a subrecipient (other than an individual) unless the potential subrecipient acquires and provides a Data Universal Numbering System (DUNS) number.

JAG Showcase

This JAG Showcase was designed to identify and highlight JAG projects that have demonstrated success or have shown promise in reducing crime, positively impacting communities, etc. Because the JAG program provides state, tribal, and local jurisdictions with flexibility to tailor the programs to fit their needs, a wide variety of programs have been funded across the country. Each year, new methods to reduce and prevent crime, violence, and drug abuse; and, to improve the functioning of the criminal justice system are being discovered. BJA strives to increase awareness of JAG funds invested in innovation, evidence-based programs and program evaluations. This page is intended to serve as a resource for criminal justice professionals in the field who seek to stay informed of some the most interesting, innovative, results oriented projects that have been funded with JAG money in the last several years.

JAG success stories should include the: name and location of program/project; point of contact with phone and e-mail; amount of JAG funding received and in which fiscal year; and a brief summary describing the program/project and its impact. **BJA strongly encourages and appreciates annual (or more frequent) submissions at JAG.Showcase@ojp.usdoj.gov or via the [online form](#).**

Priorities

BJA recognizes that the downturn in the economy has resulted in significant pressures on state and local criminal justice systems. In these challenging times, shared priorities and leveraged resources can make a significant impact. In light of this, it is important to make SAAs and local JAG recipients aware of several areas of priority that may be of help in maximizing the effectiveness of JAG funding at the state and local level.

In addition to our longstanding and unwavering commitment to keeping violent crime at its lowest level in decades, the following priorities represent key areas where BJA will be focusing nationally and invite each state and local JAG recipient to join us in addressing these challenges as a part of our JAG partnership.

Reducing Gun Violence

In the aftermath of the Sandy Hook Elementary School tragedy and mass shootings in Aurora, Oak Creek, and Tucson, BJA encourages states and localities to invest valuable JAG funds in programs to reduce gun violence, enforce existing firearms laws, and enhance reporting to the FBI's National Instant Criminal Background Check System. Other important priorities include strengthening school safety, improving criminal justice/mental health collaborations, and supporting joint first responder critical incident training.

Recidivism Reduction and Justice System Realignment

In this time of fiscal austerity and smaller state and local budgets, reducing unnecessary incarceration in a manner that promotes public safety is a paramount goal. Effective community supervision coupled with evidence-based program interventions can result in significant reductions in recidivism. A priority funding area is the implementation of effective pretrial services programs and innovative programs and approaches in probation and parole supervision that improve services to offenders and increase collaborative efforts among community supervision agencies with law enforcement and the courts. Currently 17 states and local governments are working to control spiraling incarceration costs through justice system reforms and realignment under the Justice Reinvestment Initiative (JRI). Strategic investment of JAG funds to implement JRI legislation and policy changes in those states and localities can augment federal funds and achieve greater cost savings and reinvestments in programs to promise public safety.

Indigent Defense

Another key priority area in the criminal justice system is support for indigent defense. BJA continues to encourage states and SAAs to use JAG funds to support the vital needs of the indigent defense community. Attorney General Holder has consistently stressed that the crisis in indigent defense reform is a serious concern which must be addressed if true justice is to be achieved in our nation. In 2002, the American Bar Association (ABA) published Ten Principles of a Public Defense Delivery System which represent fundamental building blocks for implementing quality legal representation for indigent defendants. (See [ABA Ten Principles](#).)

Evidence-Based "Smart" Programs

As a result of the current fiscal crisis, many police departments are experiencing unprecedented budget cuts, layoffs, and reductions in force. These challenges must be met by making wider use of advancements in the law enforcement field in the last several decades which rely on use of data, crime analysis, crime mapping and other analytic tools, cutting edge technology, and research and evaluations regarding effective policing strategies and programs. BJA offers a number of program models designed to effectively implement evidence based strategies including Smart Policing and Smart Probation. A useful matrix of evidence-based policing programs and strategies is available through the [Center for Evidence-Based Policy](#) at George Mason University and provides valuable information on policing strategies and programs that work. BJA encourages states to use JAG funds to support these "smart policing" strategies, including a focus on real time crime analysis centers (CACs), and effective partnerships with universities and research partners and with non-traditional criminal justice partners. Counterterrorism continues to be the number one priority for DOJ. At the state and local level,

high functioning, evidence-based, data-driven public safety agencies are a critical component of our nation's "all crimes" strategy. In addition, the JAG Program has long supported effective and collaborative multi-jurisdictional task forces and justice information sharing programs, which continue as a priority in order to maintain our nation's historic reductions in violent crime.

What an Application Should Include

Applicants should anticipate that if they fail to submit an application that contains all of the specified elements, it may negatively affect the review of their application; and, should a decision be made to make an award, it may result in the inclusion of special conditions that preclude the recipient from accessing or using award funds pending satisfaction of the conditions.

Refer to the BJA Grant Writing and Management Academy and OJP's Grants 101 for an overview of what should be included in each application requirement. These trainings can be found at bia.ncjrs.gov/gwma/index.html and www.ojp.gov/grants101/.

OJP strongly recommends use of appropriately descriptive file names (e.g., "Program Narrative," "Budget Narrative," "Memoranda of Understanding," etc.) for all attachments.

1. Information to Complete the Application for Federal Assistance (SF-424)

The SF-424 is a standard form required for use as a cover sheet for submission of pre-applications, applications, and related information. GMS takes information from the applicant's profile to populate the fields on this form.

2. Abstract

Applicants **must** provide an abstract that includes the applicant's name, title of the project, goals of the project, and a description of the strategies to be used. In addition, above or below the abstract narrative, applicants **must identify up to 5 project identifiers** that would be associated with proposed project activities. The list of all identifiers can be found at www.bja.gov/Funding/JAGIdentifiers.pdf. The abstract **should not** exceed a half-page, or 400-500 words.

Failure to submit this required information will result in an application being returned in the Grants Management System (GMS) for inclusion of the missing information OR the attachment of a withholding of funds special condition at the time of award.

3. Program Narrative

Applicants **must** submit a program narrative that generally describes the proposed program activities for the two or four year grant period. The narrative must outline the type of programs to be funded by the JAG award and provide a brief analysis of the need for the programs. Narratives must also identify anticipated coordination efforts involving JAG and related justice funds. Certified disparate jurisdictions submitting a **joint application** must specify the funding distribution to each disparate unit of local government and the purposes for which the funds will be used.

Failure to submit this required information will result in an application being returned in the Grants Management System (GMS) for inclusion of the missing information OR the attachment of a withholding of funds special condition at the time of award.

4. Budget and Budget Narrative

Applicants **must** submit a budget and budget narrative outlining how JAG funds, including administrative funds if applicable, will be used to support and implement the program. This narrative should include a full breakdown of administrative costs, as well as an overview of how funds will be allocated across approved JAG purpose areas. Applicants should utilize the following approved budget categories to label the requested administrative and/or sub-grant expenditures: Personnel, Fringe Benefits, Travel, Equipment, Supplies, Consultants/Contracts, and an Other category. For informational purposes only, a sample budget form may be found at www.ojp.usdoj.gov/funding/forms/budget_detail.pdf.

Failure to submit this required information will result in an application being returned in the Grants Management System (GMS) for inclusion of the missing information OR the attachment of a withholding of funds special condition at the time of award.

5. Review Narrative

Applicants **must** submit information documenting that the date the JAG application was made available for review by the governing body, or to an organization designated by that governing body, not less than 30 days before the application was submitted to BJA. The attachment must also specify that an opportunity to comment was provided to citizens prior to application submission to the extent applicable law or established procedures make such opportunity available.

Below are notification language templates that can be utilized in completing this section of the application.

The (provide name of State/Territory) made its Fiscal Year 2013 JAG application available to the (provide name of governing body) for its review and comment on (provide date); or intends to do so on (provide date).

The (provide name of City/County for Local JAG and name of State for State JAG) made its Fiscal Year 2013 JAG application available to citizens for comment prior to application submission by (provide means of notification); or the application has not yet been made available for public review/comment.

Failure to submit this required information will result in an application being returned in the Grants Management System (GMS) for inclusion of the missing information OR the attachment of a withholding of funds special condition at the time of award.

6. Tribal Authorizing Resolution (if applicable)

Tribes, tribal organizations, or third parties proposing to provide direct services or assistance to residents on tribal lands should include in their applications a resolution, a letter, affidavit, or other documentation, as appropriate, that certifies that the applicant has the legal authority from the tribe(s) to implement the proposed project on tribal lands. In those instances when an organization or consortium of tribes applies for a grant on behalf of a tribe or multiple specific tribes, then the application should include appropriate legal documentation, as described above, from all tribes that would receive services/assistance under the grant. A consortium of tribes for which existing consortium bylaws allow action without support from all tribes in the consortium (i.e., without an authorizing resolution or comparable legal documentation from each tribal governing body) may submit, instead, a copy of its consortium bylaws with the application.

Applicants that are unable to submit with the application a fully-executed (i.e., signed) copy of appropriate legal documentation, as described above, consistent with the applicable tribe's governance structure, should, at minimum, submit an unsigned, draft version of such legal documentation as part of its application (except in cases where, with respect to a tribal consortium applicant, consortium bylaws allow action without the support of all consortium member tribes). If selected for funding, use of and access to funds will be contingent on receipt of the fully-executed legal documentation.

7. Additional Attachments

Jurisdictions certified as disparate **must** identify a fiscal agent that will submit a **joint application** for the aggregate eligible allocation to all disparate municipalities. The joint application **must** determine and specify the award distribution to each unit of local government and the purposes for which the funds will be used. When beginning the JAG application process, a Memorandum of Understanding (MOU) that identifies which jurisdiction will serve as the applicant/fiscal agent for joint funds **must** be completed and signed by the Authorized Representative for each participating jurisdiction. The signed MOU **must** be attached to the application. For a sample MOU, go to www.bja.gov/Funding/JAGMOU.pdf.

Failure to submit this required information will result in an application being change requested in the Grants Management System (GMS) for inclusion of the missing information OR the attachment of a withholding special condition at the time of award if time does not permit for a change request process.

8. Applicant Disclosure of Pending Applications

Applicants are to disclose whether they have pending applications for federally funded assistance that include requests for funding to support the same project being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation. The disclosure should include both direct applications for federal funding (e.g., applications to federal agencies) and indirect applications for such funding (e.g., applications to State agencies that will be subawarding federal funds).

OJP seeks this information to help avoid any inappropriate duplication of funding. Leveraging multiple funding sources in a complementary manner to implement comprehensive programs or projects is encouraged and is not seen as inappropriate duplication.

Applicants that have pending applications as described above are to provide the following information about pending applications submitted within the last 12 months:

- the federal or state funding agency
- the solicitation name/project name
- the point of contact information at the applicable funding agency

Federal or State Funding Agency	Solicitation Name/Project Name	Name/Phone/E-mail for Point of Contact at Funding Agency
DOJ/COPS	COPS Hiring Program	Jane Doe, 202/000-0000; jane.doe@usdoj.gov
HHS/ Substance Abuse & Mental Health Services Administration	Drug Free Communities Mentoring Program/ North County Youth Mentoring Program	John Doe, 202/000-0000; john.doe@hhs.gov

Applicants should include the table as a separate attachment, with the file name "Disclosure of Pending Applications," to their application. Applicants that do not have pending applications as described above are to include a statement to this effect in the separate attachment page. (e.g., "[Applicant Name] does not have pending applications submitted within the last 12 months for federally funded assistance that include requests for funding to support the same project being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation.")

9. Other Standard Forms

Additional forms that may be required in connection with an award are available on OJP's funding page at www.ojp.usdoj.gov/funding/forms.htm. For successful applicants, receipt of funds may be contingent upon submission of all necessary forms. Note in particular the following forms:

- a. Standard Assurances*
Applicants must read, certify, and submit this form in GMS prior to the receipt of any award funds.
- b. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements*
Applicants must read, certify and submit in GMS prior to the receipt of any award funds.
- c. Accounting System and Financial Capability Questionnaire
Any applicant (other than an individual) that is a non-governmental entity and that has not received any award from OJP within the past 3 years must download, complete, and submit this form.

*These OJP Standard Assurances and Certifications are forms which applicants accept in GMS. They are not additional forms to be uploaded at the time of application submission.

Review Process

OJP is committed to ensuring a fair and open process for awarding grants. BJA reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the solicitation. Applications for formula awards will be reviewed to ensure statutory requirements have been met.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final grant award decisions will be made by the Assistant Attorney General will make all final award decisions.

Additional Requirements

Applicants selected for awards must agree to comply with additional legal requirements upon acceptance of an award. OJP encourages applicants to review the information pertaining to these additional requirements prior to submitting an application. Additional information for each requirement can be found at www.ojp.usdoj.gov/funding/other_requirements.htm.

- Civil Rights Compliance
- Civil Rights Compliance Specific to State Administering Agencies
- Faith-Based and Other Community Organizations
- Confidentiality
- Research and the Protection of Human Subjects
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA)
- DOJ Information Technology Standards (if applicable)
- Single Point of Contact Review
- Non-Supplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of Justice Programs Financial Guide
- Suspension or Termination of Funding
- Nonprofit Organizations
- For-profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act of 2006 (FFATA)

- Awards in Excess of \$5,000,000 – Federal Taxes Certification Requirement
- Policy and Guidance for Conference Approval, Planning, and Reporting
- OJP Training Guiding Principles for Grantees and Subgrantees

How To Apply

Applicants must submit applications through the Grants Management System (**GMS**), which provides cradle to grave support for the application, award, and management of awards at OJP. Applicants **must register in GMS for each specific funding opportunity**. Although the registration and submission deadlines are the same, OJP urges applicants to **register immediately**, especially if this is their first time using the system. Complete instructions on how to register and submit an application in GMS can be found at www.ojp.usdoj.gov/gmscbt/. Applicants that experience technical difficulties during this process should e-mail GMS.HelpDesk@usdoj.gov or call 888-549-9901 (option 3), Monday – Friday from 6:00 a.m. to midnight eastern time, except federal holidays. OJP recommends that applicants **register immediately** to prevent delays in submitting an application package by the deadline.

All applicants should complete the following steps:

1. **Acquire a Data Universal Numbering System (DUNS) number.** In general, the Office of Management and Budget requires that all applicants (other than individuals) for federal funds include a DUNS number in their application for a new award or a supplement to an existing award. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and differentiating entities receiving federal funds. The identifier is used for tracking purposes and to validate address and point of contact information for federal assistance applicants, recipients, and subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, one-time activity. Call Dun and Bradstreet at 866-705-5711 to obtain a DUNS number or apply online at www.dnb.com. A DUNS number is usually received within 1-2 business days.
2. **Acquire registration with the System for Award Management (SAM). SAM replaces the Central Contractor Registration (CCR) database** as the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the SAM database. Applicants must **update or renew their SAM registration annually** to maintain an active status.

Applicants that were previously registered in the CCR database must, at a minimum:

- Create a SAM account;
- Log in to SAM and migrate permissions to the SAM account (all the entity registrations and records should already have been migrated).

Information about SAM registration procedures can be accessed at www.sam.gov.

3. **Acquire a GMS username and password.** New users must create a GMS profile by selecting the “First Time User” link under the sign-in box of the **GMS** home page. For more information on how to register in GMS, go to www.ojp.usdoj.gov/gmscbt/.

4. **Verify the SAM registration in GMS, formerly CCR registration.** OJP requests that all applicants verify their SAM registration in GMS. Once logged into GMS, click the "CCR Claim" link on the left side of the default screen. Click the submit button to verify the SAM (formerly CCR) registration.
5. **Search for the funding opportunity on GMS.** After logging into GMS or completing the GMS profile for username and password, go to the "Funding Opportunities" link on the left side of the page. Select "Bureau of Justice Assistance" and the "Edward Byrne Memorial Justice Assistance Grant (JAG) Program—Local Solicitation."
6. **Register by selecting the "Apply Online" button associated with the solicitation title.** The search results from step 5 will display the solicitation title along with the registration and application deadlines for this funding opportunity. Select the "Apply Online" button in the "Action" column to register for this solicitation and create an application in the system.
7. **Complete the Disclosure of Lobbying Activities, if applicable.** Any applicant that expends any funds for lobbying activities must provide the detailed information requested on the form, *Disclosure of Lobbying Activities (SF-LLL)*.
8. **Follow the directions in GMS to submit an application consistent with this solicitation.** Once submitted, GMS will display a confirmation screen stating the submission was successful. **Important:** In some instances, applicants must wait for GMS approval before they can submit an application. OJP urges applicants to submit the application at **least 72 hours prior** to the due date of the application.

Note: GMS does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip."

Note: Duplicate Applications

If an applicant submits multiple versions of an application, BJA will review the most recent version submitted.

Experiencing Unforeseen GMS Technical Issues

Applicants that experience unforeseen GMS technical issues beyond their control that prevent them from submitting their application by the deadline, must e-mail the BJA Programs Office staff **within 24 hours after the application deadline** and request approval to submit their application. The e-mail must describe the technical difficulties and include a timeline of the applicant's submission efforts, the complete grant application, the applicant's DUNS number, and any GMS Help Desk or SAM tracking number(s). **Note: BJA does not automatically approve requests.** After the program office reviews the submission, and contacts the GMS Help Desk to validate the reported technical issues, OJP will inform the applicant whether the request to submit a late application has been approved or denied. If the technical issues reported cannot be validated, the application will be rejected as untimely.

The following conditions are not valid reasons to permit late submissions: (1) failure to register in sufficient time, (2) failure to follow GMS instructions on how to register and apply as posted

on its Web site, (3) failure to follow each instruction in the OJP solicitation, and (4) technical issues with the applicant's computer or information technology environment, including firewalls.

Notifications regarding known technical problems with GMS, if any, are posted at the top of the OJP funding Web page at www.ojp.usdoj.gov/funding/solicitations.htm.

Provide Feedback to OJP on This Solicitation

To assist OJP in improving its application and award processes, we encourage applicants to provide feedback on this solicitation, the application submission process, and/or the application review/peer review process. Feedback may be provided to OJPSolicitationFeedback@usdoj.gov.

IMPORTANT: This email is for feedback and suggestions only. Replies are **not** sent from this mailbox. If you have specific questions on any program or technical aspect of the solicitation, **you must** directly contact the appropriate number or email listed on the front of this solicitation document. These contacts are provided to help ensure that you can directly reach an individual who can address your specific questions in a timely manner.

If you are interested in being a reviewer for other OJP grant applications, please email your resume to ojpperreview@lmbps.com. The OJP Solicitation Feedback email account will not forward your resume. **Note:** Neither you nor anyone else from your organization can be a peer reviewer in a competition in which you or your organization have submitted an application.

Application Checklist

Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2013 Local Solicitation

The application checklist has been created to assist in developing an application.

Eligibility Requirement:

- Jurisdiction listed as the legal name on the application corresponds with the eligible jurisdiction listed on BJA's [JAG web page](#)
- Federal amount requested is within the allowable limit of the FY 2013 JAG Allocations List as listed on BJA's [JAG web page](#)

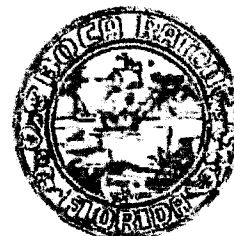
What an Application Should Include:

- Application for Federal Assistance (SF-424) (see page 14)
- Abstract (see page 15)
- Program Narrative (see page 14)
- Budget and Budget Narrative (see page 15)
- Review Narrative (see page 15)
- Applicant Disclosure of Pending Applications (see page 16)
- Other Standard Forms, if applicable (see page 17)
- DUNS Number (see page 19)
- SAM Registration (see page 19)
- Disclosure of Lobbying Activities, if applicable ([SF-LLL](#)) (see page 20)

MAYOR
APPROVAL
LETTERS

City of Boca Raton

201 WEST PALMETTO PARK ROAD • BOCA RATON, FLORIDA 33432-3795 • (561) 393-7708 • FAX (561) 367-7014
INTERNET: www.ci.boca-raton.fl.us



MAYOR
SUSAN WHELCHER
DEPUTY MAYOR
SUSAN HAYNIE

COUNCIL MEMBERS
ANTHONY MAJHESS
MICHAEL MULLAUGH
CONSTANCE J. SCOTT

July 31, 2013

Mr. Clayton H. Wilder
Florida Department of Law Enforcement
Office of Criminal Justice Grants
2331 Phillips Road
Tallahassee, FL 32308

Dear Mr. Wilder:

In compliance with the State of Florida *Rule 11D-9, F.A.C.*, the City of Boca Raton approves the distribution of \$362,544 of Federal Fiscal Year 2013 (FY2014) Edward Byrne Memorial Justice Assistance Grant (JAG) for the following projects within Palm Beach County:

SUBGRANTEE	PROJECT TITLE	FEDERAL FUNDS RECOMMENDED
Palm Beach County	Palm Beach County Drug Court Treatment	227,407
Palm Beach County	Law Enforcement Exchange	100,000
Palm Beach County	County-wide Re-entry Services	35,137
TOTAL		\$362,544

Sincerely,

A handwritten signature in cursive script that reads "Susan Whelcher".

Susan Whelcher
Mayor



THE VILLAGE OF
North Palm Beach

501 U.S. HIGHWAY 1 • NORTH PALM BEACH, FLORIDA 33408 • 561-841-3355 • FAX 561-881-7469

VILLAGE COUNCIL

William L. Manuel, Mayor
 Darryl C. Aubrey, Sc.D., Vice Mayor
 Robert A. Gebbia, President Pro Tem
 David B. Norris, Councilman
 Doug Bush, Councilman

VILLAGE MANAGER

Ed Green

VILLAGE CLERK

Melissa Teal, CMC

July 30, 2013

Mr. Clayton H. Wilder
 Florida Department of Law Enforcement
 Office of Criminal Justice Grants
 2331 Phillips Road
 Tallahassee, FL 32308

Dear Mr. Wilder:

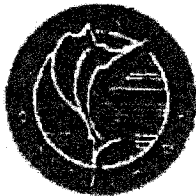
In compliance with the State of Florida *Rule 11D-9, F.A.C.*, the Village of North Palm Beach approves the distribution of \$362,544 of Federal Fiscal Year 2013 (FY2014) Edward Byrne Memorial Justice Assistance Grant (JAG) for the following projects within Palm Beach County:

SUBGRANTEE	PROJECT TITLE	FEDERAL FUNDS RECOMMENDED
Palm Beach County	Palm Beach County Drug Court Treatment	227,407
Palm Beach County	Law Enforcement Exchange	100,000
Palm Beach County	County-wide Re-entry Services	35,137
TOTAL		\$362,544

Sincerely,

William L. Manuel
 Mayor

The City of Boynton Beach



City Manager's Office
100 E. Boynton Beach Blvd.
P.O. Box 310
Boynton Beach, Florida 33425-0310
(561) 742-6010
FAX: (561) 742-6011
Email: taylorj@bbfl.us
Web Address: Boynton-Beach.org

July 30, 2013

Mr. Clayton H. Wilder
Florida Department of Law Enforcement
Office of Criminal Justice Grants
2331 Phillips Road
Tallahassee, FL 32308

Dear Mr. Wilder:

In compliance with the State of Florida Rule 11D-9, F.A.C., the City of Boynton Beach approves the distribution of \$362,544 of Federal Fiscal Year 2013 (FY2014) Edward Byrne Memorial Justice Assistance Grant (JAG) for the following projects within Palm Beach County:

SUBGRANTEE	PROJECT TITLE	FEDERAL FUNDS RECOMMENDED
Palm Beach County	Palm Beach County Drug Court Treatment	227,407
Palm Beach County	Law Enforcement Exchange	100,000
Palm Beach County	County-wide Re-entry Services	35,137
TOTAL		\$362544

Sincerely,


Mayor Jerry Taylor
City of Boynton Beach

America's Gateway to the Gulfstream

CITY OF DELRAY BEACH



July 30, 2013

Mr. Clayton H. Wilder
Florida Department of Law Enforcement
Office of Criminal Justice Grants
2331 Phillips Road
Tallahassee, FL 32308

Dear Mr. Wilder:

In compliance with the State of Florida *Rule 11D-9, F.A.C.*, the City of Delray Beach approves the distribution of \$362,544 of Federal Fiscal Year 2013 (FY2014) Edward Byrne Memorial Justice Assistance Grant (JAG) for the following projects within Palm Beach County:

SUBGRANTEE	PROJECT TITLE	FEDERAL FUNDS RECOMMENDED
Palm Beach County	Palm Beach County Drug Court Treatment	227,407
Palm Beach County	Law Enforcement Exchange	100,000
Palm Beach County	County-wide Re-entry Services	35,137
TOTAL		\$362,544

Sincerely,

Cary Gluckstein
Mayor



Village of Royal Palm Beach, Florida

1050 Royal Palm Beach Boulevard Royal Palm Beach, Florida 33411
Telephone (561) 790-5100 Fax (561) 790-5174 E-mail: clerk@royalpalmbeach.com

July 30, 2013

Mr. Clayton H. Wilder
Florida Department of Law Enforcement
Office of Criminal Justice Grants
2331 Phillips Road
Tallahassee, FL 32308

Dear Mr. Wilder:

In compliance with the State of Florida Rule 11D-9, F.A.C., The Village of Royal Palm Beach approves the distribution of \$362,544 of Federal Fiscal Year 2013 (FY2014) Edward Byrne Memorial Justice Assistance Grant (JAG) for the following projects within Palm Beach County:

SUBGRANTEE	PROJECT TITLE	FEDERAL FUNDS RECOMMENDED
Palm Beach County	Palm Beach County Drug Court Treatment	227,407
Palm Beach County	Law Enforcement Exchange	100,000
Palm Beach County	County-wide Re-entry Services	35,137
TOTAL		\$362,544

Sincerely,

Matty Mattioli
Mayor

Matty Mattioli
Mayor

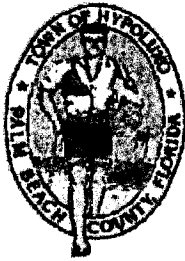
Jeff Hmara
Vice Mayor

Fred Pinto
Councilman

Richard Valuntas
Councilman

David Swift
Councilman

Raymond C. Liggins
Village Manager



TOWN OF HYPOLUXO
"Home of the Barefoot Mailman"
7580 South Federal Highway
Hypoluxo, Florida 33462-6034

July 30, 2013

MAYOR

Kenneth M. Schultz

VICE MAYOR

Michael C. Brown

COUNCIL

Karen C. Miller

Daniel L. Monahan

William J. Smith

Richard J. Roney

TOWN CLERK

Barbara L. Scarls

Telephone
(561) 582-0135

Fax
(561) 582-0703

E-Mail Address:
hypoluxo@hypoluxo.org

Web Site
<http://www.hypoluxo.org>

Mr. Clayton Wilder
Florida Department of Law Enforcement
Office of Criminal Justice Grants
2331 Phillips Road
Tallahassee, FL 32308

Dear Mr. Wilder:

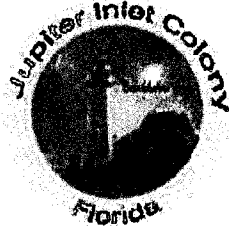
In compliance with the State of Florida *Rule 11D-9, F.A.C.*, the *Town of Hypoluxo* approves the distribution of \$362,544 of Federal Fiscal Year 2013 (FY2014) Edward Byrne Memorial Justice Assistance Grant (JAG) for the following projects within Palm Beach County:

SUBGRANTEE	PROJECT TITLE	FEDERAL FUNDS RECOMMENDED
Palm Beach County	County-wide Re-entry Services	\$ 35,137
Palm Beach County	Palm Beach County Drug Court Treatment	227,407
Palm Beach County	Law Enforcement Exchange	100,000
TOTAL		\$362,544

Sincerely,


Kenneth M. Schultz, Mayor

Dr. Daniel J. Comerford III
Mayor



Town of
Jupiter Inlet Colony
1 Colony Road
Jupiter, FL 33469
(561) 746-3787
jupiterinletcolony.org

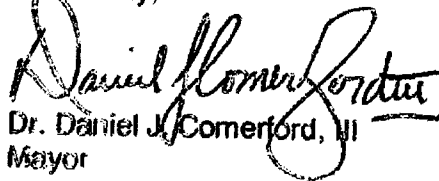
Mr. Clayton H. Wilder
Florida Department of Law Enforcement
Office of Criminal Justice Grants
2331 Phillips Road
Tallahassee, FL 32308

Dear Mr. Wilder:

In compliance with the State of Florida *Rule 11D-9, F.A.C.*, the Town of Jupiter Inlet Colony approves the distribution of \$362,544 of Federal Fiscal Year 2013 (FY2014) Edward Byrne Memorial Justice Assistance Grant (JAG) for the following projects within Palm Beach County:

SUBGRANTEE	PROJECT TITLE	FEDERAL FUNDS RECOMMENDED
Palm Beach County	Palm Beach County Drug Court Treatment	227,407
Palm Beach County	Law Enforcement Exchange	100,000
Palm Beach County	County-wide Re-entry Services	35,137
TOTAL		\$362,544

Yours truly,


Dr. Daniel J. Comerford, III
Mayor



P.O. Box 1989
 West Palm Beach, FL 33402-1989
 (561) 355-2001
 FAX: (561) 355-3990
 www.pbcgov.com



**Palm Beach County
 Board of County
 Commissioners**

- Steven L. Abrams, Mayor
- Priscilla A. Taylor, Vice Mayor
- Hal R. Valeche
- Paulette Burdick
- Shelley Vana
- Mary Lou Berger
- Jess R. Santamaria

County Administrator
 Robert Weisman

July 31, 2013

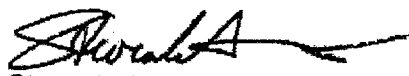
Mr. Clayton H. Wilder
 Florida Department of Law Enforcement
 Office of Criminal Justice Grants
 2331 Phillips Road
 Tallahassee, FL 32308

Dear Mr. Wilder:

In compliance with the State of Florida *Rule 11D-9, F.A.C.*, Palm Beach County approves the distribution of \$362,544 of Federal Fiscal Year 2013 (FY2014) Edward Byrne Memorial Justice Assistance Grant (JAG) for the following projects within Palm Beach County:

SUBGRANTEE	PROJECT TITLE	FEDERAL FUNDS RECOMMENDED
Palm Beach County	Palm Beach County Drug Court Treatment	227,407
Palm Beach County	Law Enforcement Exchange	100,000
Palm Beach County	County-wide Re-entry Services	35,137
TOTAL		\$362,544

Sincerely,


 Steven L. Abrams
 Mayor

"An Equal Opportunity
 Affirmative Action Employer"

 printed on recycled paper



City of Belle Glade

Office of the City Manager

July 30, 2013

Mr. Clayton H. Wilder
Florida Department of Law Enforcement
Office of Criminal Justice Grants
2331 Phillips Road
Tallahassee, FL 32308

Tel: 561-996-0100
Fax: 561-992-2221

City Hall Complex
110 Dr. Martin Luther King
Jr. Boulevard West
Belle Glade, FL
33430-3900

www.belleglade-fl.com

Dear Mr. Wilder:

In compliance with the State of Florida *Rule 11D-9, F.A.C.*, the City of Belle Glade approves the distribution of \$362,544 of Federal Fiscal Year 2013 (FY2014) Edward Byrne Memorial Justice Assistance Grant (JAG) for the following projects within Palm Beach County:

Commissioners

Steve B. Wilson
Mayor

Mary Ross Willkerson
Vice Mayor

Michael C. Martin
Treasurer

Johnny Burroughs

Larry Underwood

SUBGRANTEE	PROJECT TITLE	FEDERAL FUNDS RECOMMENDED
Palm Beach County	Palm Beach County Drug Court Treatment	227,407
Palm Beach County	Law Enforcement Exchange	100,000
Palm Beach County	County-wide Re-entry Services	35,137
TOTAL		\$362,544

Lomax Harrelle,
City Manager

Please do not hesitate to call 561-992-1601 if you have any questions.

Sincerely,

Steve B. Wilson,
Mayor

AUG 15 2013

CC: City Commission
Lomax Harrelle, City Manager
Beverly Scott, Assistant to the City Manager
Dave Wood, Finance Director
Diana Hughes, Assistant Director of Finance
Lillian Tomeu, Grants & Special Projects Manager
Arrie Patrick, Chief Accountant



Town of Glen Ridge

1501 Glen Road • Glen Ridge, FL 33406

Phone: (561) 697-8868 • Facsimile: (561) 697-1755

E-mail: glenridgetownof@bellsouth.net

July 30, 2013

Mr. Clayton H. Wilder
Florida Department of Law Enforcement
Office of Criminal Justice Grants
2331 Phillips Road
Tallahassee, FL 32308

Dear Mr. Wilder:

In compliance with the State of Florida *Rule 11D-9, F.A.C.*, the Town of Glen Ridge approves the distribution of \$362,544 of Federal Fiscal Year 2013 (FY2014) Edward Byrne Memorial Justice Assistance Grant (JAG) for the following projects within Palm Beach County:

SUBGRANTEE	PROJECT TITLE	FEDERAL FUNDS RECOMMENDED
Palm Beach County	Palm Beach County Drug Court Treatment	227,407
Palm Beach County	Law Enforcement Exchange	100,000
Palm Beach County	County-wide Re-entry Services	35,137
TOTAL		\$362,544

Sincerely,

Alice McLane
Mayor
Town of Glen Ridge
Phone (561) 697-8868
Facsimile (561) 697-1755
glenridgetownof@bellsouth.net

A Bird Sanctuary

**COPIES
OF FOUR
GRANT
APPLICATIONS**

Palm Beach County
Drug Court Treatment
Program

Application

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 3 Performance

General Performance Info:

Performance Reporting Frequency: Quarterly

Federal Purpose Area: 002 - Prosecution and Court Programs

State Purpose Area: A - Accomplishments: Includes any accomplishments during the reporting period.

Activity Description

Activity: Drug Court
Target Group: Adults - Male or female*
Geographic Area: Urban
Location Type: Courthouse

Activity Description

Activity: Drug Testing
Target Group: Adults - Male or female*
Geographic Area: Urban
Location Type: Community-based organization

Objectives and Measures

Objective: A1 - Report on program accomplishments

Measure: Part 1

Please briefly describe what your program's accomplishments will be. Please include any benefits or changes to be observed as a result of JAG-funded activities, such as program completion, or changes in attitudes, skills, knowledge, or conditions. [500-character limit]

Goal: Program completion, drug free and reduce recidivism

Objective: A2 - Report on usage of crimesolutions.gov Website

Measure: Part 1

Will you be using the crimesolutions.gov website?

Goal: Yes

Objective: A3 - Report on subgrants from grantees other than FDLE

Measure: Part 2

If yes, enter grantee organization or agency name.

Goal: No

Application Ref # 2014-JAGC-2321

Contract -JAGC-PALM- - -

Section #3 Page 1 of 8

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 2: Project Overview

Section Questions:

Question: Does the Subgrantee receive a single grant in the amount of \$500,000 or more from the U.S. Department of Justice?

Answer: Yes

Question: Does the Implementing Agency receive a single grant in the amount of \$500,000 or more from the U.S. Department of Justice?

Answer: Yes

Question: Part 1: In your business or organization's preceding completed fiscal year, did your business or organization (the subgrantee) receive (1) 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? If yes, answer "yes" or "no" to Part 2, below.

Answer: No

Question: Part 2: Does the public have access to information about the compensation of the executives in your business or organization (the subgrantee) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? If answer to Part 1, above, was "no," answer N/A.

Answer: N/A

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

because of the size of Palm Beach County. Drug Court participants are screened, counseled, tested on a regular basis.

They are brought before the judge on a regular basis, and success is celebrated. Failure is noted and sanctions are leveled. Participants understand through a written agreement expectations and consequences. Often participants who don't meet expectations are offered time in the county jail. Many have jobs but those who don't are offered comprehensive case management and job development programming. Forty new participants will be admitted under this funding umbrella. Regular and constant drug (urine) tests, individual and group counseling are the components in this grant. Drug court participants also pay a portion of their cost of treatment.

Application Ref # 2014-JAGC-2321

Section #2 Page 2 of 3

Contract -JAGC-PALM- - -

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 2: Project Overview

General Project Information

Project Title: PALM BEACH COUNTY ADULT DRUG COURT
Subgrant Recipient: Palm Beach County Board of Commissioners
Implementing Agency: Palm Beach County Criminal Justice Commission
Project Start Date: 10/1/2013 **End Date:** 9/30/2014

Problem Identification

Abstinence and public safety are the ultimate goals of drug courts all over this country. In Palm Beach County the Adult Drug Court's goals are no different. In a drug court program that was started over 10 years ago by state statute, the court has saved the taxpayers millions of dollars as the cost of confinement has continued to sky rocket. The cost of incarceration is up to \$20,000 per inmate a Florida Department of Corrections resident. In most Department of Corrections facilities, the number one reason for confinement are drug related charges. This coupled with sentencing guidelines have created a revolving door and a tremendous cost to the taxpayer. Drug Court helps to stem this tide through its unique intervention program. In Palm Beach County we are faced with a growing addiction problem with prescription drugs. Florida has been called the epicenter for prescription drug abuse. The Palm Beach County Criminal Justice Commission's (CJC) goal is to align and support interventions that support prevention, law enforcement, courts and corrections to improve the criminal justice system. Drug Court integrates several treatment services under this program. The intervention occurs at the earliest stages of their incarceration when several members of the team meet with the potential client. They are provided with a list of options which include meetings, treatment, and sanctions. Eligibility requirements are clearly stated in the statutes F.S. 984.08 and 397.334 regarding drug court. Entrance and exit requirements are outlined in the statute. Drug Court has stringent testing and treatment requirements and this model has shown success. Promptness of placement, weekly urine screens, individual and group counseling, AA meetings are a combination of strong support and accountability. Outpatient treatment with continuous follow up and long term care are pivotal to the success of this program. The Drug Court Judge and team form the core support and ensure participant accountability. The graduated sanctions are a strong motivator for the participants. The treatment is provided through a public and private sector collaboration. The linkages in the community are a conduit for information to the public about available support through this partnership.

Project Summary (Scope of Work)

The Palm Beach County Adult Drug Court Program is supported by the Palm Beach Criminal Justice Commission through the Court Systems Task Force. The task force is responsible for highlighting and determining trends in use and treatment. In the past 3 years there has been an increase in prescription drug use nationwide with Florida at the epicenter. This drug use has increased addiction, and death. It has led to legislation and a crack down on pill mills. There are many doctors who dispense opiates to individuals from throughout the county, state, nation. Drug Court is in its 11th year and has a full staffing of professionals. Sucontracts are held with at least two counseling groups and a separate drug testing service. Several are needed

Application Ref # 2014-JAGC-2321

Section #2 Page 1 of 3

Contract -JAGC-PALM- - -

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 1 Administration - 2014-JAGC-2321 - 2014-JAGC-2321 - 2014-JAGC-2321

Implementing Agency

Organization Name: Palm Beach County Criminal Justice Commission
County: Palm Beach

Chief Official

Name: Michael Rodriguez
Title: Executive Director
Address: 301 North Olive Avenue, Suite 1001
City: West Palm Beach
State: FL **Zip:** 33401-4791
Phone: 561-355-2314 **Ext:**
Fax: 561-355-4941
Email: mlrodrig@pbcgov.com

Project Director

Name: Rosalind Murray
Title: Criminal Justice Program Development Specialist
Address: 301 North Olive Avenue
City: West Palm Beach
State: FL **Zip:** 33401
Phone: 561-355-2332 **Ext:**
Fax: 561-355-4941
Email: rmurray@pbcgov.org

Application Ref # 2014-JAGC-2321

Section #1 Page 2 of 2

Contract -JAGC-PALM- - -

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 1 Administration

Subgrant Recipient

Organization Name: Palm Beach County Board of Commissioners
County: Palm Beach

Chief Official

Name: Shelley Vana
Title: Chairperson
Address: 301 North Olive Avenue
City: West Palm Beach
State: FL **Zip:** 33401
Phone: 561-355-2203 **Ext:**
Fax:
Email: svana@pbcgov.org

Chief Financial Officer

Name: Kristeena Pinto
Title: Manager of Payables
Address: 301 North Olive Avenue
2nd Floor
City: West Palm Beach
State: FL **Zip:** 33401
Phone: 561-355-3353 **Ext:**
Fax: 561-355-3393
Email: kpinto@mypalmbeachclerk.com

Application Ref # 2014-JAGC-2321

Section #1 Page 1 of 2

Contract -JAGC-PALM---

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 3: Performance

Measure: Part 1

Are you a subrecipient of a JAG award from another JAG grantee (other than FDLE)? An agency can be a primary recipient of a JAG award from BJA and a subrecipient of a JAG award from another JAG award primary recipient. Do not consider awards that you receive directly from USDOJ.

Goal: No

State Purpose Area: CT - Courts: Includes all types of courts and overall caseload cases that were drug related.

Activity Description

Activity: Courts
Target Group: Courts
Geographic Area: Urban
Location Type: Courthouse

Objectives and Measures

Objective: CT1 - Report on JAG funding allocated for courts

Measure: Part 1

How much JAG funding has been allocated for courts? This includes any funding for court programs. Please report in dollars (\$).

Goal: 227,407

Measure: Part 2

What type of court programs will you have that are funded by BJA JAG funding? In your response, please list all that apply from the following choices: Adult Courts, Community Courts, Drug Courts, Domestic Violence Courts, Family Courts, Federal District Courts, Juvenile Courts, Reentry Courts, Tribal Courts, Prostitution Courts, Veterans Courts, Other. If other, please specify.

Goal: Drug Court

Objective: CT2 - Report on types of court programs funded by JAG funding

Measure: Part 1

What types of court programs will you have that are funded by BJA JAG funding? In your response, please list all that apply from the following choices:
Adult Courts,
Community Courts,
Domestic Violence Courts,
Family Courts,
Federal District Courts,

Application Ref # 2014-JAGC-2321

Section #3 Page 2 of 8

Contract -JAGC-PALM- - -

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 3 Performance

Juvenile Courts ,
Prostitution Courts,
Reentry Courts,
Tribal Courts,
Veterans Courts,
Other. Do not select other if your item fits into any of the categories above. If other,
state "other" and specify.

Goal: Adult Drug Courts

Federal Purpose Area: 005 - Drug Treatment Programs

State Purpose Area: A - Accomplishments: Includes any accomplishments during the reporting period.

Activity Description

Activity: Drug Court
Target Group: Adults - Male or female*
Geographic Area: Urban
Location Type: Courthouse

Activity Description

Activity: Drug Testing
Target Group: Adults - Male or female*
Geographic Area: Urban
Location Type: Community-based organization

Activity Description

Activity: Counseling
Target Group: Adults - Male or female*
Geographic Area: Urban
Location Type: Community-based organization

Objectives and Measures

Objective: A1 - Report on program accomplishments

Measure: Part 1

Please briefly describe what your program's accomplishments will be. Please include any benefits or changes to be observed as a result of JAG-funded activities, such as program completion, or changes in attitudes, skills, knowledge, or conditions. [500-character limit]

Application Ref # 2014-JAGC-2321

Section #3 Page 3 of 8

Contract -JAGC-PALM- - -

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 3: Performance

Goal: Program completion, reduce recidivism, and drug free

Objective: A2 - Report on usage of crimesolutions.gov Website

Measure: Part 1

Will you be using the crimesolutions.gov website?

Goal: Yes

Objective: A3 - Report on subgrants from grantees other than FDLE

Measure: Part 2

If yes, enter grantee organization or agency name.

Goal: No

State Purpose Area: DT - Drug Treatment: clinical assessment; residential; day/night treatment with community; outpatient group, individual, intensive, or detoxification; addiction receiving facility; substance abuse detox. (residential); in-home counseling; and aftercare.

Activity Description

Activity: Drug Treatment
Target Group: Drug Treatment
Geographic Area: Urban
Location Type: Community-based organization

Objectives and Measures

Objective: DT1 - Report on JAG funding allocated for providing drug treatment

Measure: Part 1

How much JAG funding has been allocated for providing drug treatment? Please report in dollars (\$).

Goal: 227,407

Objective: DT2 - Provide a drug treatment program

Measure: Part 1

Will your program admit any participants to drug treatment programs?

Goal: Yes

Measure: Part 2

How many participants will be enrolled in the drug treatment programs?

Goal: 40

Application Ref # 2014-JAGC-2321

Section #3 Page 4 of 8

Contract -JAGC-PALM- - -

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 3: Performance

Measure: Part 3

Of those, how many will be NEW participants?

Goal: 40

Objective: DT3 - Implement an evidence-based program or practice in a drug treatment program

Measure: Part 1

Do your drug treatment programs provide evidence-based treatment services? Evidence-based programs or practices are those demonstrated by the research literature to be effective at reducing substance use among court-involved individuals (generally obtained through one or more outcome evaluations).

Goal: Yes

Measure: Part 2

If yes, please enter the number of evidence-based services to be provided by your program that fit the crimesolutions.gov definition of Effective: "Programs have strong evidence indicating they achieve their intended outcomes when implemented with fidelity."

Goal: 1

Measure: Part 3

If yes, please enter the number of evidence-based services to be provided by your program that fit the crimesolutions.gov definition of Promising: "Programs have some evidence indicating they achieve their intended outcomes. Additional research is recommended."

Goal: 0

Measure: Part 4

If yes, please enter the number of evidence-based services to be provided by your program that fit the crimesolutions.gov definition of No Effects: "Programs have strong evidence indicating that they did not achieve their intended outcomes when implemented with fidelity."

Goal: No

Measure: Part 5

If yes, please enter the type of evidence-based services to be provided by your program.

Goal: 12 Step Program

Objective: DT5 - Provide outpatient services

Measure: Part 1

Will JAG funds be used to provide outpatient services? Services received should be based on actual attendance of participants in mandated activities.

Application Ref # 2014-JAGC-2321

Section #3 Page 5 of 8

Contract -JAGC-PALM- - -

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section #3 Performance

Goal: Yes

Measure: Part 2

If yes, please enter the number of sessions for outpatient services drug treatment participants will receive. To calculate this number, determine the number of outpatient service sessions that each participant will receive. Then add the number of sessions for each participant together to determine the total number of sessions to be delivered. Include any participant who will receive outpatient services, regardless of whether that person will complete the program, exit without completion, or remain enrolled.

Goal: 600

Objective: DT6 - Test participants for alcohol or illegal substances

Measure: Part 1

Of those to be enrolled in drug treatment programs for at least 90 days, please enter the number of participants who will be tested for the presence of alcohol or illegal substances.

Goal: 20

Measure: Part 2

Of those to be enrolled in drug treatment programs for at least 90 days, please enter the number of participants who will test positive for the presence of alcohol or illegal substances.

Goal: 5

Objective: DT7 - Report the number of drug treatment participants who successfully completed the program

Measure: Part 1

How many drug treatment program participants will successfully complete all program requirements? The number entered should represent only those participants who will successfully complete all the requirements of the program.

Goal: 30

Measure: Part 2

How many drug treatment program participants will unsuccessfully complete the program? The number entered should represent only those who will fail to successfully complete the program for voluntary reasons (e.g., arrests, program violation, etc.).

Goal: 10

Objective: DT8 - Expand services

Measure: Part 1

Will your JAG program funds be used to expand services?

Application Ref # 2014-JAGC-2321

Section #3 Page 6 of 8

Contract -JAGC-PALM- - -

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 3: Performance

Goal: No

Application Ref # 2014-JAGC-2321

Section #3 Page 7 of 8

Contract -JAGC-PALM- - -

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 3 Performance

Section Questions:

Question: If "other" was selected for the geographic area, please describe.

Answer: N/A

Question: If "other" was selected for location type, please describe.

Answer: N/A

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 4 Financial

General Financial Info:

Note: All financial remittances will be sent to the Chief Financial Officer of the Subgrantee Organization.

Financial Reporting Frequency for this Subgrant: Quarterly

Is the subgrantee a state agency?: No

FLAIR / Vendor Number: 596000785

Budget:

Budget Category	Federal	Match	Total
Salaries and Benefits	\$0.00	\$0.00	\$0.00
Contractual Services	\$227,407.00	\$0.00	\$227,407.00
Expenses	\$0.00	\$0.00	\$0.00
Operating Capital Outlay	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
-- Totals --	\$227,407.00	\$0.00	\$227,407.00
Percentage	100.0	0.0	100.0

Project Generated Income:

Will the project earn project generated income (PGI) ? Yes

PGI Reporting Frequency : Quarterly

Application Ref # 2014-JAGC-2321

Contract -JAGC-PALM- - -

Section #4 Page 1 of 3

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section # Financial (cont.)

Budget Narrative:

Contractual Services \$227,407

Group Counseling:

\$22.50 x 4615 units = \$103,837

Individual Counseling:

\$58.00 x 869 units = \$50,402

Drug Testing:

\$14.00 x 5,227 units - \$73,178

Total = \$227,407

10.00 overage will be paid with county funds

Application Ref # 2014-JAGC-2321

Section #4 Page 2 of 3

Contract -JAGC-PALM- - -

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 4 Financial

Section Questions:

Question: If salaries and benefits are included in the budget as actual costs for staff in the implementing agency, is there a net personnel increase, or a continued net personnel increase from the previous Byrne program?

Answer: N/A

Question: If benefits are to be included, are they reflected in the budget narrative?

Answer: N/A

Question: Indicate the Operating Capital Outlay threshold established by the subgrantee or implementing agency, if it is the sheriff's office.

Answer: 1,000

Question: If indirect cost is included in the budget, indicate the basis for the plan (e.g. percent of salaries and benefits), and provide documentation of the appropriate approval of this plan.

Answer: No indirect

Question: If the budget includes services based on unit costs, provide a definition and cost for each service as part of the budget narrative for contractual services. Include the basis for the unit costs and how recently the basis was established or updated.

Answer: The basis for the unit cost is the prevailing and historic rates in Palm Beach County. The basis was updated in 2011.

County-wide Re-entry Services Program

Application

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section B Administration

Subgrant Recipient

Organization Name: Palm Beach County Board of Commissioners
County: Palm Beach

Chief Official

Name: Shelley Vana
Title: Chairperson
Address: 301 North Olive Avenue
City: West Palm Beach
State: FL **Zip:** 33401
Phone: 561-355-2203 **Ext:**
Fax:
Email: svana@pbcgov.org

Chief Financial Officer

Name: Kristeena Pinto
Title: Manager of Payables
Address: 301 North Olive Avenue
2nd Floor
City: West Palm Beach
State: FL **Zip:** 33401
Phone: 561-355-3353 **Ext:**
Fax: 561-355-3393
Email: kpinto@mypalmbeachclerk.com

Application Ref # 2014-JAGC-2325

Section #1 Page 1 of 2

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Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section B Administration

Implementing Agency

Organization Name: Palm Beach County Criminal Justice Commission
County: Palm Beach

Chief Official

Name: Michael Rodriguez
Title: Executive Director
Address: 301 North Olive Avenue, Suite 1001
City: West Palm Beach
State: FL **Zip:** 33401-4791
Phone: 561-355-2314 **Ext:**
Fax: 561-355-4941
Email: mlrodrig@pbcgov.com

Project Director

Name: Craig Spatara
Title: Program Manager
Address: 301 North Olive Avenue
Suite 1001
City: West Palm Beach
State: FL **Zip:** 33401
Phone: 561-355-2326 **Ext:**
Fax: 561-355-4941
Email: CSpatara@pbcgov.org

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Application for Funding Assistance

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Section 2: Project Overview

General Project Information

Project Title: COUNTY-WIDE RE-ENTRY SERVICES
Subgrant Recipient: Palm Beach County Board of Commissioners
Implementing Agency: Palm Beach County Criminal Justice Commission
Project Start Date: 10/1/2013 **End Date:** 9/30/2014

Problem Identification

Echoing many of the problems found nationally with reentry, Palm Beach County's released prisoners face numerous challenges that ultimately aid in their return to criminal activity, re-arrest and re-incarceration. These challenges include unemployment, lack of housing, substance abuse, mental health problems and strained family relationships. To further compound these challenges, institutional programs aimed at assisting inmates in dealing with these issues have been sharply reduced in recent years due to budget reductions. Research shows that unemployment has a profound impact on recidivism rates. Statistics show that even before incarceration, adult inmates demonstrate weak or non-existent ties to the workforce (33% of inmates are unemployed in the month leading up to their arrests, compared to 10% unemployment in the general population). The lack of appropriate housing and the inability to access substance abuse treatment and mental health care significantly reduce positive outcomes. The "what works" literature shows that programs that provide intensive substance abuse and mental health treatment during incarceration, combined with aftercare, have proven effective in reducing recidivism; however, accessing these services continues to prove challenging for the target population. In recent years, reentry in Palm Beach County has received increased attention as public policy leaders are searching for innovative ways of decreasing cost of incarceration while maintaining public safety. As a result, the Criminal Justice Commission's Reentry Task Force has developed a five-year plan and implemented various projects that work with ex-offenders.

Project Summary (Scope of Work)

Palm Beach County Reentry Initiative

Palm Beach County's Public Defender's Office has administered a reentry program since 2002. The initiative is staffed by a Paralegal. Staff works with clients to assess their needs and establish connections for pre- and post-release community services.

The project works in tandem with other jail and community programs to augment services rather than duplicate efforts.

Palm Beach County has a formal Task Force for Reentry established by the CJC to address coordination of efforts and identification of system improvements. The goal is to improve public safety for the community by assisting ex-offenders in becoming more stable and preventing recidivism.

Paralegal

The Public Defender's Office received funding in 2010 to hire a paralegal to provide reentry support. The paralegal assists ex-offenders in areas of sealing and expunging and early probation termination. Additionally, the paralegal position provides assistance to those being released from State prison by researching open criminal cases in other

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jurisdictions that can be cleared up pre-release. These efforts assist the ex-offender in eliminating legal barriers to successfully reintegrating into the community. The position is designed to be a support position for existing reentry service providers to call upon when a client needs services.

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Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

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Section 2: Project Overview

Section Questions:

Question: Does the Subgrantee receive a single grant in the amount of \$500,000 or more from the U.S. Department of Justice?

Answer: Yes

Question: Does the Implementing Agency receive a single grant in the amount of \$500,000 or more from the U.S. Department of Justice?

Answer: Yes

Question: Part 1: In your business or organization's preceding completed fiscal year, did your business or organization (the subgrantee) receive (1) 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? If yes, answer "yes" or "no" to Part 2, below.

Answer: No

Question: Part 2: Does the public have access to information about the compensation of the executives in your business or organization (the subgrantee) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? If answer to Part 1, above, was "no," answer N/A.

Answer: N/A

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Florida Department of Law Enforcement
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Section 1 Performance

General Performance Info:

Performance Reporting Frequency: Quarterly

Federal Purpose Area: 003 - Prevention and Education Programs

State Purpose Area: A - Accomplishments: Includes any accomplishments during the reporting period.

Activity Description

Activity: Referrals
Target Group: Adults - Male or female*
Geographic Area: Urban
Location Type: County-Wide

Address(es) :

Public Defenders Office
421 3rd Sreet
West Palm Beach , FL 33401

Objectives and Measures

Objective: A1 - Report on program accomplishments

Measure: Part 1

Please briefly describe what your program's accomplishments will be. Please include any benefits or changes to be observed as a result of JAG-funded activities, such as program completion, or changes in attitudes, skills, knowledge, or conditions. [500-character limit]

Goal: The paralegal will:
-Reach out to 1,000 Florida DOC inmates before they are released and refer the interested medium and high risk ex-offenders to community reentry services providers.
-Process 600 seal and expunge applications annually.
-Process 240 early probation termination applications annually.

Objective: A2 - Report on usage of crimesolutions.gov Website

Measure: Part 1

Will you be using the crimesolutions.gov website?

Goal: No

Objective: A3 - Report on subgrants from grantees other than FDLE

Measure: Part 2

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Section 3 Performance

If yes, enter grantee organization or agency name.

Goal: N/A

State Purpose Area: D - Personnel: Includes activities where individuals are hired, maintained, or paid overtime.

Activity Description

Activity: Personnel
Target Group: Personnel
Geographic Area: Urban
Location Type: County-Wide

Address(es) :

Public Defenders Office
421 3rd Sreet
West Palm Beach , FL 33401

Objectives and Measures

Objective: D1 - Report on JAG funding allocated for personnel

Measure: Part 1

How much JAG funding has been allocated for personnel? Please report in dollars (\$).

Goal: 35,137

Objective: D2 - Maintain personnel with JAG funds

Measure: Part 1

How many personnel will you maintain with JAG funds? Maintained personnel means any staff members who were already working with the law enforcement organization, but who are now being paid partially or fully with BJA JAG grant funds. Only report each individual as maintained once for the life of the award.

Goal: 1

State Purpose Area: PE - Prevention and Education: Includes activities where individuals are served, directly or indirectly. Activities may include one-time events, services, or events and services that occur on a continual basis.

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Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 3: Performance

Activity Description

Activity: Prevention and Education

Target Group: Prevention and Education

Geographic Area: Urban

Location Type: County-Wide

Address(es) :

Public Defenders Office
421 3rd Sreet
West Palm Beach , FL 33401

Objectives and Measures

Objective: PE1 - Report on JAG funding allocated for prevention and education

Measure: Part 1

How much JAG funding has been allocated for Prevention and Education? Please report in dollars (\$).

Goal: 35,137

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Section 3 Performance

Section Questions:

Question: If "other" was selected for the geographic area, please describe.

Answer: N/A

Question: If "other" was selected for location type, please describe.

Answer: N/A

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Florida Department of Law Enforcement
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Section 4 Financial

General Financial Info:

Note: All financial remittances will be sent to the Chief Financial Officer of the Subgrantee Organization.

Financial Reporting Frequency for this Subgrant: Quarterly

Is the subgrantee a state agency?: No

FLAIR / Vendor Number: 596000785

Budget:

Budget Category	Federal	Match	Total
Salaries and Benefits	\$0.00	\$0.00	\$0.00
Contractual Services	\$35,137.00	\$0.00	\$35,137.00
Expenses	\$0.00	\$0.00	\$0.00
Operating Capital Outlay	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
-- Totals --	\$35,137.00	\$0.00	\$35,137.00
Percentage	100.0	0.0	100.0

Project Generated Income:

Will the project earn project generated income (PGI) ? No

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Section 4 Financial (Cont.)

Budget Narrative:

Reentry Paralegal Salary- \$34,153.60 (\$16.42/hour x 2,080 hours) - The paralegal assists ex-offenders in areas of sealing and expunging records, probation termination and makes referrals to community based organizations. Additionally the paralegal position provides referrals to those being released from State prison by researching for open criminal cases in other jurisdictions that can be cleared up pre-release. These efforts assist the ex-offender in eliminating legal barriers to successfully reintegrating into the community. The position is designed to be a support position for existing reentry service providers to call upon when a client has one of the needs provided by the paralegal.

Reentry Paralegal Benefits- \$10,382.69 = (\$34,153.60 x .304)

JAG funds will support 78.9% of the salary and benefits (\$44,536.29 x 78.9% = \$35,137)

Application for Funding Assistance

Florida Department of Law Enforcement
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Section 4: Financial

Section Questions:

Question: If salaries and benefits are included in the budget as actual costs for staff in the implementing agency, is there a net personnel increase, or a continued net personnel increase from the previous Byrne program?

Answer: Continued from previous Byrne Grant

Question: If benefits are to be included, are they reflected in the budget narrative?

Answer: Yes

Question: Indicate the Operating Capital Outlay threshold established by the subgrantee or implementing agency, if it is the sheriff's office.

Answer: 1,000

Question: If indirect cost is included in the budget, indicate the basis for the plan (e.g. percent of salaries and benefits), and provide documentation of the appropriate approval of this plan.

Answer: N/A

Question: If the budget includes services based on unit costs, provide a definition and cost for each service as part of the budget narrative for contractual services. Include the basis for the unit costs and how recently the basis was established or updated.

Answer: N/A

LAW
ENFORCEMENT
EXCHANGE
Program

Application

Application for Funding Assistance

Florida Department of Law Enforcement
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Section 1: Administration

Subgrant Recipient

Organization Name: Palm Beach County Board of Commissioners
County: Palm Beach

Chief Official

Name: Shelley Vana
Title: Chairperson
Address: 301 North Olive Avenue
City: West Palm Beach
State: FL **Zip:** 33401
Phone: 561-355-2203 **Ext:**
Fax:
Email: svana@pbcgov.org

Chief Financial Officer

Name: Kristeena Pinto
Title: Manager of Payables
Address: 301 North Olive Avenue
2nd Floor
City: West Palm Beach
State: FL **Zip:** 33401
Phone: 561-355-3353 **Ext:**
Fax: 561-355-3393
Email: kpinto@mypalmbeachclerk.com

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Rule Reference 11D-8.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 1 Administration

Implementing Agency

Organization Name: Palm Beach County Criminal Justice Commission
County: Palm Beach

Chief Official

Name: Michael Rodriguez
Title: Executive Director
Address: 301 North Olive Avenue, Suite 1001
City: West Palm Beach
State: FL Zip: 33401-4791
Phone: 561-355-2314 Ext:
Fax: 561-355-4941
Email: mltrodrig@pbcgov.com

Project Director

Name: Katherine Hatos
Title: Senior Criminal Justice Analyst
Address: 301 North Olive Avenue
Suite 1001
City: West Palm Beach
State: FL Zip: 33401-4700
Phone: 5613556877 Ext:
Fax: 5613554941
Email: khatos@pbcgov.org

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 2: Project Overview

General Project Information

Project Title: LAW ENFORCEMENT EXCHANGE
Subgrant Recipient: Palm Beach County Board of Commissioners
Implementing Agency: Palm Beach County Criminal Justice Commission
Project Start Date: 10/1/2013 **End Date:** 9/30/2014

Problem Identification

Palm Beach County has over 25 law enforcement jurisdictions and has initiated the Law Enforcement Exchange to allow the agencies to communicate at the street and case level. This sharing of information enables different agencies to work together and have immediate access to case information.

Palm Beach County LEX is a comprehensive program, which includes people, processes, standards and technologies.

The Organization was created to establish an efficient and effective technology-enabled law enforcement enterprise system for enhancing the safety, security and quality of life for law enforcement personnel and citizens, under Florida Statute 163.63.

LEX is an organization comprised of criminal justice agencies sharing information through a formalized network

It is designed to create inter-agency collaboration in an effort to enhance public safety in Palm Beach County

Through the information sharing process, the LEX regions are able to;

- Identify crime trends
- Share information of criminal activity
- Encourage regional and/or countywide investigative cooperation
- Enhance solvability of crimes
- Provide information to the State Attorney's Office, which may assist in establishing priorities and aid in successful prosecutions
- Provides a countywide executive level overview of crime patterns

LEX Technology-
Calendars
Bolos
Bulletins
Officer safety alerts
Integrated Platform
FINDER
Regional information sharing tools
Situational awareness

Project Summary (Scope of Work)

This position is advanced professional and administrative work involving the planning, implementation, collaboration and coordination of a multi-agency countywide law

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enforcement program. The position will act as the LEX representative for activities related to technology enabling Palm Beach County law enforcement information sharing through an integrated enterprise system. The scope and complexity of duties requires the exercise of considerable independent judgment and decision-making. Work is performed under the direction of the Chairman of the LEX Board of Directors, and is reviewed based on reports, conferences and results achieved. Assignments usually are received in the form of broad instructions or general program objectives. Work is performed in close communication and coordination with: Palm Beach County Sheriff's Office, municipal law enforcement agencies, other federal, state and local criminal justice organizations, and other LEX project staff in the Palm Beach County Information Systems Services (ISS) Department.

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Section 2: Project Overview

Section Questions:

Question: Does the Subgrantee receive a single grant in the amount of \$500,000 or more from the U.S. Department of Justice?

Answer: Yes

Question: Does the Implementing Agency receive a single grant in the amount of \$500,000 or more from the U.S. Department of Justice?

Answer: Yes

Question: Part 1: In your business or organization's preceding completed fiscal year, did your business or organization (the subgrantee) receive (1) 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? If yes, answer "yes" or "no" to Part 2, below.

Answer: No

Question: Part 2: Does the public have access to information about the compensation of the executives in your business or organization (the subgrantee) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? If answer to Part 1, above, was "no," answer N/A.

Answer: N/A

Application for Funding Assistance

Florida Department of Law Enforcement
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Section 3: Performance

General Performance Info:

Performance Reporting Frequency: Quarterly

Federal Purpose Area: 001 - Law Enforcement Programs

State Purpose Area: A - Accomplishments: Includes any accomplishments during the reporting period.

Activity Description

Activity: Law Enforcement

Target Group: Law Enforcement

Geographic Area: Urban

Location Type: County-Wide

Objectives and Measures

Objective: A1 - Report on program accomplishments

Measure: Part 1

Please briefly describe what your program's accomplishments will be. Please include any benefits or changes to be observed as a result of JAG-funded activities, such as program completion, or changes in attitudes, skills, knowledge, or conditions. [500-character limit]

- Goal:**
1. Develop and distribute a comprehensive LEX Training manual within 90 days.
 2. Train 200 individual users on LEX systems.
 3. Increase number of participants at regional and countywide LEX meetings by 20%.
 4. Ensure 100% of all necessary LEX MOUs are executed.
 5. Increase the number of LEX users by 50%.

Objective: A2 - Report on usage of crimesolutions.gov Website

Measure: Part 1

Will you be using the crimesolutions.gov website?

Goal: No

Objective: A3 - Report on subgrants from grantees other than FDLE

Measure: Part 2

If yes, enter grantee organization or agency name.

Goal: No

Measure: Part 1

Are you a subrecipient of a JAG award from another JAG grantee (other than

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Section #3 Performance

FDLE)? An agency can be a primary recipient of a JAG award from BJA and a subrecipient of a JAG award from another JAG award primary recipient. Do not consider awards that you receive directly from USDOJ.

Goal: No

State Purpose Area: B - Training: Activities where transferring of skills and knowledge occurs, including training by the organization of its own staff, training by the organization of individuals from other organizations, or training of the organization's staff by others.

Activity Description

Activity: Training
Target Group: Training
Geographic Area: Urban
Location Type: County-Wide

Objectives and Measures

Objective: B1 - Report on JAG funding allocated for training

Measure: Part 1

How much JAG funding has been allocated for training? This includes sending staff to training and training sponsored by the JAG-funded agency. Please report in dollars (\$).

Goal: \$1590

Objective: B2 - Provide Training

Measure: Part 1

How many individuals will you train? This includes training to be received by individuals within your organization and to be provided by your organization. Trainings may be held within or outside of your organization. Report the total number of individuals to be trained, not the number of trainings he or she will attend. Only report each individual once.

Goal: 200

Measure: Part 2

Of those trained how many individuals will be from within your organization?

Goal: 1

Measure: Part 3

Of those trained how many individuals will be from outside of your organization?

Goal: 200

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Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

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Section 3 Performance

Objective: B3 - Require participants to complete an evaluation of training

Measure: Part 1

Will participants be asked to complete an evaluation of training?

Goal: Yes

Measure: Part 2

If yes, how many individuals will complete an evaluation?

Goal: 200

Measure: Part 3

If yes, how many individuals will rate training as being satisfactory or better?

Goal: 160

Objective: B4 - Provide a pre-test and post-test for training

Measure: Part 1

Will you provide a pre-test and post-test for training?

Goal: Yes

Measure: Part 2

If yes, how many individuals will complete a pre-test and post-test for training?

Goal: 200

Measure: Part 3

If yes, how many individuals will complete a post-test with an improved score over the pre-test?

Goal: 180

Objective: B5 - Complete Training Hours

Measure: Part 1

How many training hours will be completed? This includes training completed by individuals within your organization and provided to individuals outside the organization.

Goal: 80

Measure: Part 2

Of the training hours, how many hours will be completed by individuals within your organization?

Goal: 8

Measure: Part 3

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Rule Reference 11D-9.008 OCJG-005 (rev. October 2005)

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Section 3 Performance

Of the training hours, how many training hours will be provided to individuals outside of the organization?
Goal: 80

State Purpose Area: D - Personnel: Includes activities where individuals are hired, maintained, or paid overtime.

Activity Description

Activity: Personnel
Target Group: Personnel
Geographic Area: Urban
Location Type: County-Wide

Objectives and Measures

Objective: D1 - Report on JAG funding allocated for personnel

Measure: Part 1

How much JAG funding has been allocated for personnel? Please report in dollars (\$).

Goal: 96,060

Objective: D3 - Hire new personnel with JAG funds

Measure: Part 1

How many new personnel will be hired with JAG funds? Hired personnel means any new individuals who do not work for the law enforcement organization but who will be selected for employment during the reporting period. Only report each new hire once for the life of the award.

Goal: 1

Measure: Part 2

What types of positions will be filled for new personnel hired? In your response, please list all that apply from the following choices:

Administrative Staff,
Civilian Personnel,
Correctional Officers and Jailers,
Counselors,
Court Staff,
Crime Analyst,
Evaluator,
Law Enforcement Officers,
Legal Staff (defense attorneys, prosecutors, indigent defense),
Medical/Clinical Staff,
Non-sworn Law Enforcement Personnel,
Program Managers,

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Section 3 Performance

Trainers and Technical Assistance Specialist,
Other. If none of the above fits, state "other" and specify.

Goal: 1 Civilian

State Purpose Area: LE - Law Enforcement Programs: Includes activities where individuals are served, directly or indirectly. Programs may include one-time events, services, or events and services that occur on a continuous basis.

Activity Description

Activity: Law Enforcement Programs
Target Group: Law Enforcement Programs
Geographic Area: Urban
Location Type: County-Wide

Objectives and Measures

Objective: LE1 - Report on JAG funding allocated for implementing law enforcement programs

Measure: Part 1

How much JAG funding has been allocated for implementing law enforcement programs? Please report in dollars (\$).

Goal: 100,000

Measure: Part 2

Please indicate the number of programs you will implement, expand, and sustain. A program is a set of actions to accomplish a specific purpose. An example of a program may be when a law enforcement officer gives anti-drug talks to students monthly at community schools.

Goal: 1

Measure: Part 3

Please briefly describe the law enforcement program that you will be implementing, expanding, and sustaining. Include a brief explanation of what the program's purpose and goal are, how the program will be implemented and by whom.

Goal: This position is advanced professional and administrative work involving the planning, implementation, collaboration and coordination of a multi-agency countywide law enforcement program. The position will act as the LEX representative for activities related to technology enabling Palm Beach County law enforcement information sharing through an integrated enterprise system.

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Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

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Section 3 Performance

Objective: LE2 - Implement, expand, or sustain law enforcement programs

Measure: Part 1

Please briefly describe the law enforcement program that you will be implementing, expanding, and sustaining. Include a brief explanation of what the program's purpose and goal are, how the program will be implemented, and by whom.

Goal: This position is advanced professional and administrative work involving the planning, implementation, collaboration and coordination of a multi-agency countywide law enforcement program. The position will act as the LEX representative for activities related to technology enabling Palm Beach County law enforcement information sharing through an integrated enterprise system.

Measure: Part 3

What type of program will you implement, expand or sustain? In your response, please list all that apply from the following choices: Alcohol/Tobacco Enforcement, Broken Windows, Child Abuse Investigation, Community Policing, Crime Prevention, Domestic Violence Enforcement, Drug Prevention, Equipment, Evidence-based Policing, Gang Abatement, Gang Enforcement, Gang Resistance, Impact Teams, School Resource Officer and Crisis Intervention Training, Sexual Offender/Predator Tracking, Traffic Enforcement, Other. Do not select other if your item fits into any of the categories above. If other, state "other" and specify.

Goal: Information sharing technology to improve solvability of crimes.

Objective: LE3 - Report on the target population of your program

Measure: Part 1

Who is the target population for the programs you will implement, expand, or sustain? Example: If this is a general population program, is it focused on teens, or is it a faith-based group?

Goal: Law enforcement

State Purpose Area: TF - Task Forces: Activities of a specially trained unit or group for a specific purpose, conducted by any type of task force, or targeted or organized law enforcement initiatives such as anti-

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Section 3 Performance

gang, drug, AMBER alert, or anti-human trafficking.

Activity Description

Activity: Task Forces
Target Group: Task Forces
Geographic Area: Urban
Location Type: County-Wide

Objectives and Measures

Objective: TF1 - Report on JAG funding allocated for task forces

Measure: Part 1

How much JAG funding has been allocated for task forces? Please report in dollars (\$).

Goal: 20,000

Measure: Part 2

Of the JAG funding allocated for task forces, how much was allocated for Drug Task Forces? Please report in dollars (\$).

Goal: 0

Objective: TF2 - Report on the types of task forces funded with JAG funds

Measure: Part 1

What types of task forces will the program provide with JAG funds? In your response, please list all that apply from the following choices: AMBER Alert Task Force, Anti-Gang Task force, Anti-Gun Task Force, Anti-Human Trafficking Task Force, Drug Task Force, Fugitive Task Force, Violent Crime Task Force, Other. Do not select other if your item fits into any of the categories above. If other, state "other" and specify.

Goal: Technology sharing

Measure: Part 2

Is the task force multijurisdictional?

Goal: Yes

Objective: TF3 - Pay for hours used toward task force activity

Measure: Part 1

How many hours paid for with JAG funds will be used toward task force

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Section 3 Performance

activity? Report in hours.
Goal: 416

Measure: Part 2
Of the hours to be paid for with JAG funds towards task force activity, how many hours will be for drug task forces?
Goal: 0

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 3: Performance

Section Questions:

Question: If "other" was selected for the geographic area, please describe.

Answer: N/A

Question: If "other" was selected for location type, please describe.

Answer: N/A

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Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section #4 Financial

General Financial Info:

Note: All financial remittances will be sent to the Chief Financial Officer of the Subgrantee Organization.

Financial Reporting Frequency for this Subgrant: Quarterly

Is the subgrantee a state agency?: No

FLAIR / Vendor Number: 596000785

Budget:

Budget Category	Federal	Match	Total
Salaries and Benefits	\$0.00	\$0.00	\$0.00
Contractual Services	\$100,000.00	\$0.00	\$100,000.00
Expenses	\$0.00	\$0.00	\$0.00
Operating Capital Outlay	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
-- Totals --	\$100,000.00	\$0.00	\$100,000.00
Percentage	100.0	0.0	100.0

Project Generated Income:

Will the project earn project generated income (PGI) ? No

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Section 4 Financial (cont.)

Budget Narrative:

Contractual Services: \$100,000

1. Develop and distribute a comprehensive LEX Training manual within 90 days.
2. Train 200 individual users on LEX systems.
3. Increase number of participants at regional and countywide LEX meetings by 20%.
4. Ensure 100% of all necessary LEX MOUs are executed.
5. Increase the number of LEX users by 50%.
6. Develop a regional and countywide crime report for cross-jurisdictional trend analysis

Unit = 1 hour of provision of above listed services
Unit Cost = 46.19 X 2080 Units = 96,075

IACP Conference 10/19-10/23/13	2,335
Registration \$ 575	
Hotel \$200 pn x 5 = \$ 1,000	
Airfare \$ 500	
Per Diem \$40pd x 5 = \$ 200	
Local transportation \$ 60	

CJIS Training 7/8-7/10/14	1,590
Registration \$ 367	
Mileage 500 x .565 \$ 283	
Hotel \$ 820	
Per Diem \$40 x 3 \$ 120	

TOTAL \$ 100,000

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Section 4: Financial

Section Questions:

Question: If salaries and benefits are included in the budget as actual costs for staff in the implementing agency, is there a net personnel increase, or a continued net personnel increase from the previous Byrne program?

Answer: N/A

Question: If benefits are to be included, are they reflected in the budget narrative?

Answer: N/A

Question: Indicate the Operating Capital Outlay threshold established by the subgrantee or implementing agency, if it is the sheriff's office.

Answer: 1,000

Question: If indirect cost is included in the budget, indicate the basis for the plan (e.g. percent of salaries and benefits), and provide documentation of the appropriate approval of this plan.

Answer: N/A

Question: If the budget includes services based on unit costs, provide a definition and cost for each service as part of the budget narrative for contractual services. Include the basis for the unit costs and how recently the basis was established or updated.

Answer: N/A

Application for Funding Assistance

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Section 5: Standard Conditions

Insert Standard Conditions Page here.

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Contract -JAGC-PALM- - -

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Standard Conditions

Conditions of agreement requiring compliance by units of local government (subgrant recipients), implementing agencies, and state agencies upon signed acceptance of the subgrant award appear in this section. Upon approval of this subgrant, the approved application and the following terms of conditions will become binding. Failure to comply with provisions of this agreement will result in required corrective action up to and including project costs being disallowed and termination of the project, as specified in item 18 of this section.

1. All Subgrant Recipients must comply with the financial and administrative requirements set forth in the current edition of the U.S. Department of Justice, Office of Justice Programs (OJP) Financial Guide (Financial Guide) (www.ojp.usdoj.gov/financialguide/index.htm) and the Edward Byrne Memorial Justice Assistance Grant (JAG) program guidance (www.bja.gov/ProgramDetails.aspx?Program_ID=59) as well as Federal statutes, regulations, policies, guidelines and requirements and Florida laws and regulations including but not limited to:

- Florida Administrative Code, Chapter 11D-9, "Edward Byrne Memorial State and Local Law Enforcement Assistance Formula Grant Program": www.flrules.org/
- Office of Management and Budget (OMB) Circulars: www.whitehouse.gov/omb/circulars
 - A-21 (2 CFR 220), "Cost Principles for Educational Institutions"
 - A-87 (2 CFR 225), "Cost Principles for State, Local and Indian Tribal Governments"
 - A-102, "Grants and Cooperative Agreements with State and Local Governments"
 - A-110 (2 CFR 215), "Uniform Administrative Requirements for Grants and Cooperative Agreements"
 - A-122 (2 CFR 230), "Cost Principles for Non-Profit Organizations"
 - A-133, "Audits of States, Local Governments, and Non-Profit Organizations"
- Code of Federal Regulations: www.gpo.gov/fdsys/
 - 2 CFR 175.15(b), "Award Term for Trafficking in Persons"
 - 28 CFR 38, "Equal Treatment for Faith-Based Organizations"
 - 28 CFR 66, "U.S. Department of Justice Common Rule for State And Local Governments" (Common Rule)
 - 28 CFR 83, "Government-Wide Requirements for Drug-Free Workplace (Grants)"
 - 28 CFR 18, 22, 23, 30, 35, 42, 61, and 63
- Public Law 109-162, Title XI—Department of Justice Reauthorization, Subtitle B—Improving the Department of Justice's Grant Programs, Chapter 1—Assisting Law Enforcement and Criminal Justice Agencies, Sec. 1111. Merger of Byrne Grant Program and Local Law Enforcement Block Grant Program: www.bja.gov/ProgramDetails.aspx?Program_ID=59.
- United States Code: www.gpo.gov/fdsys/
 - 42 U.S.C. 3711 et seq., "Omnibus Crime Control and Safe Streets Act of 1968"
- State of Florida General Records Schedule GS1-SL for State and Local Government Agencies: dlis.dos.state.fl.us/barm/genschedules/GS1-SL.pdf.

2. Requirements for Contractors of Subgrant Recipients

The subgrant recipient assures the compliance of all contractors with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended (42 U.S.C. 3711 et seq. at www.gpo.gov/fdsys/); the provisions of the current edition of the Office of Justice Programs *Financial Guide* (www.ojp.usdoj.gov/financialguide/index.htm); and all other applicable State and Federal laws, orders, circulars, or regulations.

3. Allowable Costs

- a. Allowance for costs incurred under the subgrant shall be determined according to the general principles and standards for selected cost items set forth in the Office of Justice Programs Financial Guide, U.S. Department of Justice Common Rule for State And Local Governments and federal OMB Circular A-87, "Cost Principles for State, Local and Indian Tribal Governments," or OMB Circular A-21, "Cost Principles for Educational Institutions."
- b. All procedures employed in the use of federal funds for any procurement shall be according to U.S. Department of Justice Common Rule for State and Local Governments, or OMB Circular A-110, or OMB Circular A-102, and Florida law to be eligible for reimbursement.

4. Reports

a. Project Performance Reports

- (1) Reporting Time Frames: The subgrant recipient shall submit Quarterly Project Performance Reports to the Florida Department of Law Enforcement, hereafter known as the Department, within fifteen (15) days after the end of the reporting period. In addition, if the subgrant award period is extended beyond the "original" project period, additional Quarterly Project Performance Reports shall be submitted.

Failure to submit Quarterly Performance Reports that are complete, accurate, and timely may result in sanctions, as specified in item 18, Performance of Agreement Provisions.

- (2) Report Contents: Performance Reports must include a response to all objectives included in your subgrant. A detailed response is required in the narrative portion for yes/no performance objectives. The narrative must also reflect on accomplishments for the quarter and identify problems with project implementation and address actions being taken to resolve the problems. Additional information may be required if necessary to comply with federal reporting requirements.
- (3) Submission: Performance Reports may be submitted by the Project Director, Application Manager, or Performance Contacts.

b. Financial Reports

(1) Project Expenditure Reports

- (a) The subgrant recipient shall have a choice of submitting either a Monthly or a Quarterly Project Expenditure Report to the Department. Project Expenditure Reports are due thirty (30) days after the end of the reporting period. In addition, if the subgrant award period is extended, additional Project Expenditure Reports shall be submitted. Project Expenditure Reports for grants made under the Recovery Act must be submitted monthly. See the Recovery Act Conditions for additional information.
- (b) All project expenditures for reimbursement of subgrant recipient costs shall be submitted on the Project Expenditure Report Forms prescribed and provided by the Office of Criminal Justice Grants (OCJG) through the Subgrant Information Management ON-line (SIMON) system.
- (c) All Project Expenditure Reports shall be submitted in sufficient detail for proper pre-audit and post-audit.
- (d) Before the "final" Project Expenditure Report will be processed, the subgrant recipient must submit to the Department all outstanding project reports and must

Edward Byrne Memorial Justice Assistance Grant (JAG) Program
Florida Department of Law Enforcement

have satisfied all special conditions. Failure to comply with the above provisions shall result in forfeiture of reimbursement.

- (e) Reports are to be submitted even when no reimbursement is being requested.
- (f) The report must be electronically signed by the subgrant recipient or implementing agency's chief financial officer or the chief financial officer's designee.

(2) Financial Closeout Audit

- (a) The Financial Closeout Audit shall be submitted to the Department within forty-five (45) days of the subgrant termination date.
- (b) The Financial Closeout Audit must be electronically signed by the subgrant recipient or implementing agency's chief financial officer or the chief financial officer's designee.

(3) Project Generated Income (PGI)

- (a) If applicable, the subgrant recipient shall submit Quarterly PGI Earnings and Expenditures Reports to the Department within thirty (30) days after the end of the reporting period covering subgrant project generated income and expenditures during the previous quarter. If any PGI remains unspent after the subgrant ends, the subgrant recipient must continue submitting quarterly PGI reports until all funds are expended. (See Item 11, Program Income.)
- (b) PGI Earnings and Expenditures reports must be electronically signed by the subgrant recipient or implementing agency's chief financial officer or the chief financial officer's designee.

c. Other Reports

The subgrant recipient shall report to the Uniform Crime Report and other reports as may be reasonably required by the Department.

5. Fiscal Control and Fund Accounting Procedures

- a. All expenditures and cost accounting of funds shall conform to the Office of Justice Programs Financial Guide, the Common Rule, and OMB Circulars A-21, A-87, and A-110, or A-102 as applicable, in their entirety.
- b. The subgrant recipient is required to establish and maintain adequate accounting systems and financial records and to accurately account for funds awarded to them. As a subgrant recipient, you must have a financial management system in place that is able to record and report on the receipt, obligation, and expenditure of grant funds. An adequate accounting system for a subgrant recipient must be able to accommodate a fund and account structure to separately track receipts, expenditures, assets, and liabilities for awards, programs, and subgrant recipients.
- c. All funds spent on this project shall be disbursed according to provisions of the project budget as approved by the Department.
- d. All funds not spent according to this agreement shall be subject to repayment by the subgrant recipient.

- 6. Payment Contingent on Appropriation and Available Funds**

The State of Florida's performance and obligation to pay under this agreement is contingent upon an annual appropriation by the Florida Legislature. Furthermore, the obligation of the State of Florida to reimburse subgrant recipients for incurred costs is subject to available federal funds.
- 7. Obligation of Subgrant Recipient Funds**

Subgrant funds shall not under any circumstances be obligated prior to the effective date or subsequent to the termination date of the subgrant period. Only project costs incurred on or after the effective date and on or prior to the termination date of the subgrant recipient's project are eligible for reimbursement. All payments must be completed within thirty (30) days of the end of the subgrant period.
- 8. Advance Funding**

Advance funding may be provided to a subgrant recipient upon a written request to the Department. The request must be electronically signed by the subgrant recipient or implementing agency's chief financial officer or the chief financial officer's designee.
- 9. Trust Funds**
 - a. The unit of local government must establish a trust fund in which to deposit JAG funds. The trust fund may or may not be an interest bearing account.
 - b. The account may earn interest, but any earned interest must be used for program purposes and expended before the federal grant period end date. Any unexpended interest remaining at the end of the federal grant period must be submitted to the Office of Criminal Justice Grants for transmittal to the Bureau of Justice Assistance.
- 10. Travel and Training**

The cost of all travel shall be reimbursed according to the subgrant recipient's written travel policy. If the subgrant recipient does not have a written travel policy, cost of all travel will be reimbursed according to § 112.061, Fla. Stat.
- 11. Program Income (also known as Project Generated Income)**
 - a. All income generated as a direct result of a subgrant project shall be deemed program income.
 - b. Any project that will potentially earn PGI must submit an Earnings and Expenditures Report to report how much PGI was earned during each quarter. A report must be submitted each quarter even if no PGI was earned or expended. PGI Earnings and Expenditures reports must be electronically signed by the subgrant recipient or implementing agency's chief financial officer or the chief financial officer's designee.
 - c. PGI expenditures require prior written approval from the Office of Criminal Justice Grants. Program income must be used for the purposes of and under the conditions applicable to the award. If the cost is allowable under the Federal grant program, then the cost would be allowable using program income. PGI budget requests must be signed by the subgrant recipient or implementing agency's chief financial officer or the chief financial officer's designee.
 - d. Program income should be used as earned and expended as soon as possible. Any unexpended PGI remaining at the end of the Federal grant period must be submitted to the Office of Criminal Justice Grants for transmittal to the Bureau of Justice Assistance.

12. Approval of Consultant Contracts

The Department shall review and approve in writing all consultant contracts prior to employment of a consultant when the consultant's rate exceeds \$450 (excluding travel and subsistence costs) for an eight-hour day. A detailed justification must be submitted to and approved by FDLE prior to obligation or expenditures of such funds. Approval shall be based upon the contract's compliance with requirements found in the Financial Guide, the Common Rule, and in applicable state statutes. The Department's approval of the subgrant recipient agreement does not constitute approval of consultant contracts. If consultants are hired through a competitive bidding process (not sole source), the \$450 threshold does not apply.

13. Property Accountability

- a. The subgrant recipient agrees to use all non-expendable property for criminal justice purposes during its useful life or dispose of it pursuant to § 274, Fla. Stat.
- b. The subgrant recipient shall establish and administer a system to protect, preserve, use, maintain and dispose of any property furnished to it by the Department or purchased pursuant to this agreement according to federal property management standards set forth in the Office of Justice Programs Financial Guide, U.S. Department of Justice Common Rule for State and Local Governments or the federal OMB Circular A-110 or A-102, as applicable. This obligation continues as long as the subgrant recipient retains the property, notwithstanding expiration of this agreement.

14. Ownership of Data and Creative Material

Ownership of material, discoveries, inventions, and results developed, produced, or discovered subordinate to this agreement is governed by the terms of the Office of Justice Programs Financial Guide (as amended), and the U.S. Department of Justice Common Rule for State and Local Governments, or the federal OMB Circular A-110 or A-102, as applicable.

15. Copyright

The awarding agency reserves a royalty-free non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use, for Federal government purposes:

- a. The copyright in any work developed under an award or subaward, and
- b. Any rights of copyright to which a subgrant recipient or subrecipient purchases ownership with support funded under this grant agreement.

16. Publication or Printing of Reports

The subgrant recipient shall submit for review and approval one copy of any curricula, training materials, or any other written materials that will be published, including web-based materials and web site content, through funds from this grant at least thirty (30) days prior to the targeted dissemination date.

All materials publicizing or resulting from award activities shall contain the following statements: "This project was supported by Grant No. [contact the Office of Criminal Justice Grants for award number] awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice."

17. Audit

- a. Subgrant recipients that expend \$500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year. The audit shall be performed in accordance with the federal OMB Circular A-133 and other applicable federal law. The contract for this agreement shall be identified in the Schedule of Federal Financial Assistance in the subject audit. The contract shall be identified as federal funds passed through the Florida Department of Law Enforcement and include the contract number, CFDA number, award amount, contract period, funds received and disbursed. When applicable, the subgrant recipient shall submit an annual financial audit that meets the requirements of § 11.45, Fla. Stat., "Definitions; duties; authorities; reports; rules.," § 215.97, Fla. Stat., "Florida Single Audit Act"; and Rules of the Auditor General, Chapter 10.550, "Local Governmental Entity Audits" and Chapter 10.650, "Florida Single Audit Act Audits Nonprofit and For-Profit Organizations."
- b. A complete audit report that covers any portion of the effective dates of this agreement must be submitted within 30 days after its completion, but no later than nine (9) months after the audit period. In order to be complete, the submitted report shall include any management letters issued separately and management's written response to all findings, both audit report and management letter findings. Incomplete audit reports will not be accepted by the Department.
- c. The subgrant recipient shall have all audits completed by an Independent Public Accountant (IPA). The IPA shall be either a Certified Public Accountant or a Licensed Public Accountant.
- d. The subgrant recipient shall take appropriate corrective action within six (6) months of the issue date of the audit report in instances of noncompliance with federal laws and regulations.
- e. The subgrant recipient shall ensure that audit working papers are made available to the Department, or its designee, upon request for a period of three (3) years from the date the audit report is issued, unless extended in writing by the Department.
- f. Subgrant recipients that expend less than \$500,000 in Federal awards during a fiscal year are exempt from the audit requirements of OMB Circular A-133 for that fiscal year. In this case, written notification, which can be in the form of the "Certification of Audit Exemption" form, shall be provided to the Department by the Chief Financial Officer, or designee, that the subgrant recipient is exempt. This notice shall be provided to the Department no later than March 1 following the end of the fiscal year.
- g. If this agreement is closed out without an audit, the Department reserves the right to recover any disallowed costs identified in an audit completed after such closeout.
- h. The completed audit report or written notification of audit exemption should be sent to the following address:

Florida Department of Law Enforcement
Office of Criminal Justice Grants
2331 Phillips Road
Tallahassee, Florida 32308

18. Performance of Agreement Provisions

In the event of default, non-compliance or violation of any provision of this agreement by the subgrant recipient, the subgrant recipient's consultants and suppliers, or both, the Department shall impose sanctions it deems appropriate including withholding payments and cancellation, termination, or suspension of the agreement in whole or in part. In such event, the Department

shall notify the subgrant recipient of its decision thirty (30) days in advance of the effective date of such sanction. The subgrant recipient shall be paid only for those services satisfactorily performed prior to the effective date of such sanction.

19. Commencement of Project

- a. If a project is not operational within 60 days of the original start date of the award period, the subgrant recipient must report by letter to the Department the steps taken to initiate the project, the reasons for delay, and the expected start date.
- b. If a project is not operational within 90 days of the original start date of the award period, the subgrant recipient must submit a second statement to the Department explaining the implementation delay.
- c. Upon receipt of the ninety (90) day letter, the Department shall determine if the reason for delay is justified or shall, at its discretion, unilaterally terminate this agreement and re-obligate subgrant funds to other Department approved projects. The Department, where warranted by extenuating circumstances, may extend the starting date of the project past the ninety (90) day period, but only by formal written adjustment to this agreement.

20. Excusable Delays

- a. Except with respect to defaults of consultants, the subgrant recipient shall not be in default by reason of any failure in performance of this agreement according to its terms (including any failure by the subgrant recipient to make progress in the execution of work hereunder which endangers such performance) if such failure arises out of causes beyond the control and without the fault or negligence of the subgrant recipient. Such causes include, but are not limited to, acts of God or of the public enemy, acts of the government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather, but in every case, the failure to perform shall be beyond the control and without the fault or negligence of the subgrant recipient.
- b. If failure to perform is caused by failure of a consultant to perform or make progress, and if such failure arises out of causes beyond the control of subgrant recipient and consultant, and without fault or negligence of either of them, the subgrant recipient shall not be deemed in default, unless:
 - (1) Supplies or services to be furnished by the consultant were obtainable from other sources,
 - (2) The Department ordered the subgrant recipient in writing to procure such supplies or services from other sources, and
 - (3) The subgrant recipient failed to reasonably comply with such order.
- c. Upon request of the subgrant recipient, the Department shall ascertain the facts and the extent of such failure, and if the Department determines that any failure to perform was occasioned by one or more said causes, the delivery schedule shall be revised accordingly.

21. Written Approval of Changes in this Approved Agreement (Grant Adjustments)

- a. Subgrant recipients must obtain prior approval from the Department for major substantive changes such as changes in project activities, target populations, service providers, implementation schedules, project director, and designs or research plans set forth in the approved agreement and for any budget changes that will transfer more than 10% of the total budget between budget categories.

- b. Subgrant recipients may transfer up to 10% of the total budget between current, approved budget categories without prior approval as long as the funds are transferred to an existing line item
- c. Under no circumstances can transfers of funds increase the total budgeted award.
- d. Requests for changes to the subgrant agreement must be electronically signed by the subgrant recipient or implementing agency's chief official or the chief official's designee.
- e. Any certifications required for the requested changes, such as Sole Source, ADP Justification, Privacy Certification forms, and Confidential Funds certifications, must be signed by the subgrant recipient or implementing agency chief official or someone with formal, written signature authority for the chief official.

22. Disputes and Appeals

- a. The Department shall make its decision in writing when responding to any disputes, disagreements, or questions of fact arising under this agreement and shall distribute its response to all concerned parties. The subgrant recipient shall proceed diligently with the performance of this agreement according to the Department's decision.
- b. If the subgrant recipient appeals the Department's decision, the appeal also shall be made in writing within twenty-one (21) calendar days to the Department's clerk (agency clerk). The subgrant recipient's right to appeal the Department's decision is contained in § 120, Fla. Stat., and in procedures set forth in Rule 28-106.104, Florida Administrative Code. Failure to appeal within this time frame constitutes a waiver of proceedings under § 120, Fla. Stat.

23. Conferences and Inspection of Work

Conferences may be held at the request of any party to this agreement. At any time, a representative of the Department, of the U.S. Department of Justice, or the Auditor General of the State of Florida, have the right of visiting the project site to monitor, inspect and assess work performed under this agreement.

24. Access to Records

- a. The Department of Law Enforcement, the Auditor General of the State of Florida, the U.S. Department of Justice, the U.S. Comptroller General or any of their duly authorized representatives, shall have access to books, documents, papers and records of the subgrant recipient, implementing agency and contractors for the purpose of audit and examination according to the Financial Guide and the Common Rule.
- b. The Department reserves the right to unilaterally terminate this agreement if the subgrant recipient, implementing agency, or contractor refuses to allow public access to all documents, papers, letters, or other materials subject to provisions of § 119, Fla. Stat., and made or received by the subgrant recipient or its contractor in conjunction with this agreement.
- c. The subgrant recipient will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.

25. Retention of Records

The subgrant recipient shall maintain all records and documents for a minimum of five (5) years from the date of the final financial statement and be available for audit and public disclosure upon request of duly authorized persons. The subgrant recipient shall comply with State of Florida General Records Schedule GS1-SL for State and Local Government Agencies:
dlis.dos.state.fl.us/barm/genschedules/GS1-SL.pdf.

26. Personnel Changes

Upon implementation of the project, in the event there is a change in Chief Officials for the Subgrant recipient or Implementing Agency, project staff must notify the help desk for FDLE's online grants management system, SIMON (Subgrant Information Management Online) so that the organization can be updated in SIMON. If the project director changes, a grant adjustment must be entered in SIMON to reflect the change.

27. Background Check

Whenever a background screening for employment or a background security check is required by law for employment, unless otherwise provided by law, the provisions of § 435, Fla. Stat. shall apply.

- a. All positions in programs providing care to children, the developmentally disabled, or vulnerable adults for 15 hours or more per week; all permanent and temporary employee positions of the central abuse hotline; and all persons working under contract who have access to abuse records are deemed to be persons and positions of special trust or responsibility and require employment screening pursuant to § 435, Fla. Stat., using the level 2 standards set forth in that chapter.
- b. All employees in positions designated by law as positions of trust or responsibility shall be required to undergo security background investigations as a condition of employment and continued employment. For the purposes of the subsection, security background investigations shall include, but not be limited to, employment history checks, fingerprinting for all purposes and checks in this subsection, statewide criminal and juvenile records checks through the Florida Department of Law Enforcement, and federal criminal records checks through the Federal Bureau of Investigation, and may include local criminal records checks through local law enforcement agencies.
 - (1) Any person who is required to undergo such a security background investigation and who refuses to cooperate in such investigation or refuses to submit fingerprints shall be disqualified for employment in such position or, if employed, shall be dismissed.
 - (2) Such background investigations shall be conducted at the expense of the employing agency or employee. When fingerprinting is required, the fingerprints of the employee or applicant for employment shall be taken by the employing agency or by an authorized law enforcement officer and submitted to the Department of Law Enforcement for processing and forwarding, when requested by the employing agency, to the United States Department of Justice for processing. The employing agency shall reimburse the Department of Law Enforcement for any costs incurred by it in the processing of the fingerprints.

28. Drug Court Projects

A Drug Court Project must comply with § 397.334, Fla. Stat., "Treatment-Based Drug Court Programs."

29. Overtime for Law Enforcement Personnel

Prior to obligating funds from this award to support overtime by law enforcement officers, the U.S. Department of Justice encourages consultation with all allied components of the criminal justice system in the affected jurisdiction. The purpose of this consultation is to anticipate and plan for systemic impacts such as increased court dockets and the need for detention space.

30. Criminal Intelligence System

The subgrant recipient agrees that any information technology system funded or supported by the Office of Justice Programs funds will comply with 28 C.F.R. Part 23, Criminal Intelligence Systems Operating Policies, if the Office of Justice Programs determines this regulation to be applicable. Should the Office of Justice Programs determine 28 C.F.R. Part 23 to be applicable, the Office of Justice Programs may, at its discretion, perform audits of the system, as per 28 C.F.R. 23.20(g). Should any violation of 28 C.F.R. Part 23 occur, the subgrant recipient may be fined as per 42 U.S.C. 3789g(c)-(d). The subgrant recipient may not satisfy such a fine with federal funds.

31. Confidential Funds

A signed certification that the project director or the head of the Implementing Agency has read, understands, and agrees to abide by all of the conditions for confidential funds as set forth in the effective edition of the Office of Justice Programs *Financial Guide* is required from all projects that are involved with confidential funds. The signed certification must be submitted at the time of grant application.

32. Civil Rights Compliance

- a. Federal laws prohibit recipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, disability, or age in funded programs or activities. All subgrant recipients, implementing agencies, and contractors must comply with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 7 94); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); and Department of Justice Non-Discrimination Regulations 28 CFR Part 42; see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
- b. FDLE does not discriminate on the basis of race, color, religion, national origin, sex, disability, or age in the delivery of services or benefits or in employment.
- c. Subgrant recipients are responsible for ensuring that contractors, vendors, and agencies to whom they pass-through funds are in compliance with all Civil Rights requirements and that the contractors, vendors, and agencies are aware that they may file a discrimination complaint with the subgrant recipient, with FDLE, or with the Office for Civil Rights and how to do so.
- d. Equal Employment Opportunity Plans
 - (1) A subgrant recipient or implementing agency must develop an EEO Plan if it has 50 or more employees and it has received any single award of \$25,000 or more from the Department of Justice. The plan must be prepared using the on-line short form at www.ojp.usdoj.gov/about/ocr/eeop_comply.htm, must be retained by the subgrant recipient or implementing agency, and must be available for review or audit. The organization must also submit an EEO Certification to FDLE.
 - (2) If the subgrant recipient or implementing agency is required to prepare an EEO Plan and has received any single award of \$500,000 or more from the Department of Justice, it must submit its plan to the Department of Justice for approval. A copy of the Department of Justice approval letter must be submitted to FDLE. The approval letter expires two years from the date of the letter.

- (3) A subgrant recipient or implementing agency is exempt from the EEO Plan requirement if it has fewer than 50 employees or if it does not receive any single award of \$25,000 or more from the Department of Justice or if it is a nonprofit organization, a medical or educational institution, or an Indian Tribe. If an organization is exempt from the EEO Plan requirement, it must submit an EEO Certification to FDLE.
- (4) The subgrant recipient and implementing agency acknowledge that failure to comply with EEO Requirements within 60 days of the project start date may result in suspension or termination of funding, until such time as it is in compliance.
- e. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to FDLE and to the Office for Civil Rights, Office of Justice Programs.
 - f. In accordance with federal civil rights laws, the subgrant recipient shall not retaliate against individuals for taking action or participating in action to secure rights protected by these laws.
 - g. Subgrant recipients must include comprehensive Civil Rights/Nondiscrimination Provisions in all contracts funded by the subgrant recipient.
 - h. If the subgrant recipient or any of its employees, contractors, vendors, or program beneficiaries has a discrimination complaint, they may file a complaint with the subgrant recipient, with FDLE or with the Office for Civil Rights. Discrimination complaints may be submitted to FDLE at Office of the Inspector General, P.O. Box 1489, Tallahassee, Florida 32302-1489 or on-line at www.fdle.state.fl.us/contacts/comment_form.html. Discrimination complaints may also be submitted to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7th Street, NW, Washington, DC 20531, by phone at (202)307-0690.
 - i. The subgrant recipient must have procedures in place for responding to discrimination complaints that employees and clients, customers, and program participants file directly with the subgrant recipient.
 - j. Any discrimination complaints file with FDLE will be reviewed by FDLE's Inspector General and referred to the Office for Civil Rights, the Florida Commission on Human Relations, or the Equal Employment Opportunity Commission, based on the nature of the complaint.
 - k. Americans with Disabilities Act
- Subgrant recipients must comply with the requirements of the Americans with Disabilities Act (ADA), Public Law 101-336, which prohibits discrimination by public and private entities on the basis of disability and requires certain accommodations be made with regard to employment (Title I), state and local government services and transportation (Title II), public accommodations (Title III), and telecommunications (Title IV).
- l. Limited English Proficiency (LEP)
- 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 LEP. For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website at www.lep.gov.

m. Equal Treatment for Faith Based Organizations

The subgrant recipient agrees to comply with the applicable requirements of 28 C.F.R. Part 38, the Department of Justice regulation governing "Equal Treatment for Faith Based Organizations" (the "Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of direct grants may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from the grantee or a sub-grantee must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion. Notwithstanding any other special condition of this award, faith-based organizations may, in some circumstances, consider religion as a basis for employment. See www.ojp.gov/about/ocr/equal_fbo.htm.

33. Immigration and Nationality Act

No public funds will intentionally be awarded to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324a(e), Section 274A(e) of the Immigration and Nationality Act ("INA"). The Department shall consider the employment by any contractor of unauthorized aliens a violation of Section 274A(e) of the INA. Such violation by the subgrant recipient of the employment provisions contained in Section 274A(e) of the INA shall be grounds for unilateral cancellation of this contract by the Department.

34. National Environmental Policy Act (NEPA)

a. The subgrant recipient agrees to assist FDLE in complying with the NEPA, the National Historic Preservation Act, and other related federal environmental impact analyses requirements in the use of subgrant funds by the subgrant recipient. This applies to the following new activities whether or not they are being specifically funded with these subgrant funds. That is, it applies as long as the activity is being conducted by the subgrant recipient or any third party and the activity needs to be undertaken in order to use these subgrant funds,

- (1) New construction;
- (2) Minor renovation or remodeling of a property either (a) listed on or eligible for listing on the National Register of Historic Places or (b) located within a 100-year flood plain;
- (3) A renovation, lease, or any other proposed use of a building or facility that will either (a) result in a change in its basic prior use or (b) significantly change its size; and
- (4) Implementation of a new program involving the use of chemicals other than chemicals that are (a) purchased as an incidental component of a funded activity and (b) traditionally used, for example, in office, household, recreational, or educational environments.
- (5) Implementation of a program relating to clandestine methamphetamine laboratory operations, including the identification, seizure, or closure of clandestine methamphetamine laboratories.

b. The subgrant recipient understands and agrees that complying with NEPA may require the preparation of an Environmental Assessment and/or an Environmental Impact Statement, as directed by the Bureau of Justice Assistance. The subgrant recipient further understands and

agrees to the requirements for implementation of a Mitigation Plan, as detailed by the Department of Justice at www.bia.gov/Funding/nepa.html, for programs relating to methamphetamine laboratory operations.

- c. For any of a subgrant recipient's existing programs or activities that will be funded by these subgrants, the subgrant recipient, upon specific request from the Department and the U.S. Department of Justice, agrees to cooperate with the Department of Justice in any preparation by Department of Justice of a national or program environmental assessment of that funded program or activity.

35. Non-Procurement, Debarment and Suspension

The subgrant recipient agrees to comply with Executive Order 12549, Debarment and Suspension and 2 CFR 180, "OMB Guidelines To Agencies On Governmentwide Debarment And Suspension (Nonprocurement)" These procedures require the subgrant recipient to certify it shall not enter into any lower tiered covered transaction with a person who is debarred, suspended, declared ineligible or is voluntarily excluded from participating in this covered transaction, unless authorized by the Department. If the subgrant is \$100,000 or more, the subgrant recipient and implementing agency certify that they and their principals:

- a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- b. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- d. Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.

36. Federal Restrictions on Lobbying

- a. Each subgrant recipient agrees to comply with 28 CFR Part 69, "New Restrictions on Lobbying" and shall file the most current edition of the Certification And Disclosure Form, if applicable, with each submission that initiates consideration of such subgrant recipient for award of federal contract, grant, or cooperative agreement of \$100,000 or more.
- b. This certification is a material representation of fact upon which reliance was placed when this agreement was made. Submission of this certification is a prerequisite to entering into this agreement subject to conditions and penalties imposed by 31 USC 1352. Any person who fails to file the required certification is subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure to file.
- c. As required by 31 USC 1352, and implemented at 28 CFR 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR 69, the applicant certifies that:
 - (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or

employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subgrant recipients shall certify and disclose accordingly.

37. State Restrictions on Lobbying

In addition to the provisions contained in Item 36, above, the expenditure of funds for the purpose of lobbying the legislature or a state agency is prohibited under this contract.

38. Additional Restrictions on Lobbying

The subgrant 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 the Office of Justice Programs.

39. "Pay - to - Stay"

Funds from this award may not be used to operate a "pay-to-stay" program in any local jail. Furthermore, no funds may be given to local jails that operate "pay-to-stay" programs. "Local jail," as referenced in this condition, means an adult facility or detention center owned and/or operated by city, county, or municipality. It does not include juvenile detention centers. "Pay-to-stay" programs as referenced in this condition, means a program by which extraordinary services, amenities and/or accommodations, not otherwise available to the general inmate population, may be provided, based upon an offender's apparent ability to pay, such that disparate conditions of confinement are created for the same or similar offenders within a jurisdiction.

40. Mitigation of Health, Safety and Environmental risks dealing with Clandestine Methamphetamine Laboratories

If an award is made to support methamphetamine laboratory operations the subgrant recipient must comply with this condition, which provides for individual site environmental assessment/impact statements as required under the National Environmental Policy Act.

- a. **General Requirement:** The subgrant recipient agrees to comply with Federal, State, and local environmental, health and safety laws and regulations applicable to the investigation and closure of clandestine methamphetamine laboratories and the removal and disposal of the chemicals, equipment, and wastes used in or resulting from the operation of these laboratories.
- b. **Specific Requirements:** The subgrant recipient understands and agrees that any program or initiative involving the identification, seizure, or closure of clandestine methamphetamine laboratories can result in adverse health, safety and environmental impacts to (1) the law enforcement and other governmental personnel involved; (2) any residents, occupants, users, and neighbors of the site of a seized clandestine laboratory; (3) the seized laboratory site's immediate and surrounding environment of the site(s) where any remaining chemicals, equipment, and waste from a seized laboratory's operations are placed or come to rest.

Therefore, the subgrant recipient further agrees that in order to avoid or mitigate the possible adverse health, safety and environmental impacts from any of clandestine methamphetamine operations funded under this award, it will (1) include the nine, below listed protective measures or components; (2) provide for their adequate funding to include funding, as necessary, beyond that provided by this award; and (3) implement these protective measures directly throughout the life of the subgrant. In so doing, the subgrant recipient understands that it may implement these protective measures directly through the use of its own resources and staff or may secure the qualified services of other agencies, contractor or other qualified third party.

- (1) Provide medical screening of personnel assigned or to be assigned by the subgrant recipient to the seizure or closure of clandestine methamphetamine laboratories;
- (2) Provide Occupational Safety and Health Administration (OSHA) required initial and refresher training for law enforcement officials and other personnel assigned by the subgrant recipient to either the seizure or closure of clandestine methamphetamine laboratories;
- (3) As determined by their specific duties, equip personnel assigned to the project with OSHA required protective wear and other required safety equipment;
- (4) Assign properly trained personnel to prepare a comprehensive contamination report on each closed laboratory;
- (5) Employ qualified disposal contractors to remove all chemicals and associated glassware, equipment, and contaminated materials and wastes from the site(s) of each seized clandestine laboratory;
- (6) Dispose of the chemicals, equipment, and contaminated materials and wastes removed from the sites of seized laboratories at properly licensed disposal facilities or, when allowable, properly licensed recycling facilities;
- (7) Monitor the transport, disposal, and recycling components of subparagraphs 5 and 6 immediately above in order to ensure proper compliance;
- (8) Have in place and implement an inter-agency agreement or other form of commitment with a responsible State environmental agency that provides for that agency's (i) timely evaluation of the environmental conditions at and around the site of a closed clandestine laboratory and (ii) coordination with the responsible party, property owner, or others to ensure that any residual contamination is remediated, if necessary, and in accordance with existing State and Federal requirements; and
- (9) Have in place and implement a written agreement with the responsible state or local service agencies to properly respond to any minor, as defined by state law, at the site. This agreement must ensure immediate response by qualified personnel who can (i) respond to the potential health needs of any minor at the site; (ii) take that minor into protective custody unless the minor is criminally involved in the meth lab activities or is subject to arrest for other criminal violations; (iii) ensure immediate medical testing for methamphetamine toxicity; and (iv) arrange for any follow-up medical tests, examinations, or health care made necessary as a result of methamphetamine toxicity.

41. The Coastal Barrier Resources Act

The subgrant recipient will comply and assure the compliance of all contractors with the provisions of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.

42. Enhancement of Security

If funds are used for enhancing security, the subgrant recipient agrees to:

- a. Have an adequate process to assess the impact of any enhancement of a school security measure that is undertaken on the incidence of crime in the geographic area where the enhancement is undertaken.
- b. Conduct such an assessment with respect to each such enhancement; and, submit to the Department the aforementioned assessment in its Final Program Report.

43. Environmental Protection Agency's (EPA) list of Violating Facilities

The subgrant recipient assures that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the Program Purpose are not listed on the EPA's list of Violating Facilities and that it will notify the Department of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.

44. Flood Disaster Protection Act

The subgrant recipient will comply with Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, requiring that the purchase of flood insurance in communities where such insurance is available as a condition of the receipt of any federal financial assistance for construction or acquisition purposes for use in any area that has been identified as an area having special flood hazards.

45. National Historic Preservation Act

It will assist the Department (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).

46. Human Research Subjects

Subgrant recipient agrees to comply with the requirements of 28 C.F.R. part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.

47. Global Standards Package

In order to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, OJP requires the grantee to comply with DOJ's Global Justice Information Sharing Initiative (DOJ's Global) guidelines and recommendations for this particular grant. Grantee shall conform to the Global Standards Package (GSP) and all constituent elements, where applicable, as described at: www.ij.ojp.gov/gsp_grantcondition. Grantee shall document planned approaches to information sharing and describe compliance to the GSP and appropriate privacy policy that protects shared information, or provide detailed justification for why an alternative approach is recommended.

48. Reporting, Data Collection and Evaluation

The subgrant recipient agrees to comply with all reporting, data collection and evaluation requirements, as prescribed by the Bureau of Justice Assistance in the program guidance for the Justice Assistance Grant (JAG). Compliance with these requirements will be monitored by FDLE.

- 49. Privacy Certification**
The subgrant recipient agrees to comply with all confidentiality requirements of 42 U.S.C. section 3789g and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. Subgrant recipient further agrees, as a condition of grant approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, section 22.23.
- 50. State Information Technology Point of Contact**
The subgrant recipient agrees to ensure that the State Information Technology Point of Contact receives written notification regarding any information technology project funded by this grant during the obligation and expenditures period. This is to facilitate communication among local and state governmental entities regarding various information technology projects being conducted with these grant funds. In addition, the subgrant recipient agrees to maintain an administrative file documenting the meeting of this requirement. For a list of State Information Technology Points of Contact, go to www.it.ojp.gov/default.aspx?area=policyAndPractice&page=1046.
- 51. Interstate Connectivity**
To avoid duplicating existing networks or IT systems in any initiatives funded by the Bureau of Justice Assistance for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the subgrant recipient can demonstrate to the satisfaction of the Bureau of Justice Assistance that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.
- 52. Supplanting**
The subgrant recipient agrees that funds received under this award will not be used to supplant State or local funds, but will be used to increase the amounts of such funds that would, in the absence of Federal funds, be made available for law enforcement activities.
- 53. Conflict of Interest**
The subgrant recipient and implementing agency will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- 54. Uniform Relocation Assistance and Real Property Acquisitions Act**
The subgrant recipient will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs.
- 55. Limitations on Government Employees Financed by Federal Assistance**
The subgrant recipient will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.
- 56. Certification for Employees Working Solely on a Single Federal Award**
Any project staff that are fully or partially funded by the grant and that are expected to work solely on the grant must certify that they worked solely on the grant. The certification must be prepared at least semi annually and must be signed by the employee and by a supervisory official having first hand knowledge of the work performed by the employee.

- 57. Additional Documentation of Personnel for Department of Financial Services**
In accordance with Section 215.971, Florida Statutes, the Florida Department of Financial Services may require documentation validation that personnel services were performed on project related activities in accordance with the contract agreement.
- 58. Reporting Potential Fraud, Waste, Abuse, and Similar Misconduct**
The subgrant recipient must promptly refer to the Florida Department of Law Enforcement, Office of Criminal Justice Grants any credible evidence that a principal, employee, agent, contractor, 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
- 59. Task Force Training Requirement**
The subgrant recipient agrees that within 120 days of award, each member of a law enforcement task force funded with these funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, will complete required online (internet-based) task force training. The training is provided free of charge online through BJA's Center for Task Force Integrity and Leadership (www.ctfli.org). All current and new task force members are required to complete this training once during the life of the award, or once every four years if multiple awards include this requirement. This training addresses task force effectiveness as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability. Additional information is available regarding this required training and access methods via BJA's web site and the Center for Task Force Integrity and Leadership (www.ctfli.org).
- 60. Funds to Association of Community Organizations for Reform Now (ACORN) Unallowable**
Subgrant 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.
- 61. High Risk Subgrant Recipients**
The subgrant recipient agrees to comply with any additional requirements that may be imposed during the grant performance period if the U.S. Department of Justice determines that the subgrant recipient is a high-risk grantee. Cf. 28 C.F.R. parts 66, 70.
- 62. Text Messaging While Driving**
Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the subgrant recipient is encouraged to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this subgrant and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
- 63. Central Contractor Registry (CCR)**
The subgrant recipient must maintain the currency of its information in the CCR until it submits the final financial report required under this award or receives the final payment, whichever is later. This requires that the subgrant recipient review and update the information at least annually after the initial registration, and more frequently if required by changes in its information or another award term.

64. Maximum Allowable Salary

No portion of these federal grant funds shall be used towards any part of the annual cash compensation of any employee of the subgrant recipient whose total annual cash compensation exceeds 110% of the maximum salary payable to a member of the Federal government's Senior Executive Service at an agency with a Certified SES Performance Appraisal System for that year. (The salary table for SES employees is available at <http://www.opm.gov/oca/payrates/index.asp>. A subgrant recipient may compensate an employee at a higher rate, provided the amount in excess of this compensation limitation is paid with non-federal funds.)

This limitation on compensation rates allowable under this award may be waived on an individual basis at the discretion of the OJP official indicated in the program announcement under which this award is made.

65. DNA Testing of Evidentiary Materials and Upload of DNA Profiles to a Database

If JAG program funds will be used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS), by a government DNA lab with access to CODIS. No profiles generated with JAG funding may be entered into any other non-governmental DNA database without prior express written approval from BJA. For more information, refer to the NIJ FY 2012 DNA Backlog Reduction Program, available at ncjrs.gov/pdffiles1/nij/sl000989.pdf.

66. Interoperable Communications Guidance

Subgrant recipients that are using funds to support emergency communications activities must comply with the current SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications. Emergency communications activities include the purchase of Interoperable Communications Equipment and technologies such as voice-over-internet protocol bridging or gateway devices, or equipment to support the build out of wireless broadband networks in the 700-MHz public safety band under the Federal Communications Commission (FCC) Waiver Order. SAFECOM guidance can be found at www.safecomprogram.gov/library/lists/library/DispForm.aspx?ID=334.

Subgrant recipients Grantees interested in developing a public safety broadband network in the 700 MHz band in their jurisdictions must adhere to the technical standards set forth in the FCC Waiver Order, or any succeeding FCC orders, rules, or regulations pertaining to broadband operations in the 700 MHz public safety band. The subgrant recipient shall also ensure projects support the Statewide Communication Interoperability Plan (SCIP) and are fully coordinated with the full-time Statewide Interoperability Coordinator (SWIC). If any future regulatory requirement (from the FCC or other governmental entity) results in a material technical or financial change in the project, the recipient should submit associated documentation, and other material, as applicable, for review by the SWIC to ensure coordination. Subgrant recipients must provide a listing of all communications equipment purchased with grant award funding (plus the quantity purchased of each item) to FDLE once items are procured during any periodic programmatic progress reports.

67. Bulletproof Vests

Subgrant recipients that wish to purchase vests with JAG funds must certify that law enforcement agencies receiving vests have a written "mandatory wear" policy in effect. This policy must be in place for at least all uniformed officers before funding can be used by the agency for vests. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty. FAQs related to the mandatory wear policy and certifications can be found at www.bja.gov/Funding/JAGFAQ.pdf.

JAG funds may be used to purchase bulletproof vests for an agency, but may not be used as the 50% match for purposes of the Bulletproof Vest Partnership (BVP) program.

Bulletproof vests purchased with JAG funds may be purchased at any threat level, make, or model from any distributor or manufacturer, as long as the vests have been tested and found to comply with applicable National Institute of Justice ballistic or stab standards. In addition, bulletproof vests purchased must be American-made. The latest NIJ standard information can be found at: www.nij.gov/topics/technology/body-armor/safety-initiative.htm.

68. BJA or FDLE Sponsored Events

The subgrant recipient agrees to participate in BJA- or FDLE-sponsored training events, technical assistance events, or conference held by FDLE or BJA or their designees, upon FDLE's or BJA's request.

69. Expenses Related to Conferences, Meetings, Trainings, and Other Events

The subgrant 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.

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 7: Certifications and Authorizations

Insert Certifications and Authorizations here.

Application Ref # 2014-JAGC-2327

Section #7 Page 1 of 1

Contract -JAGC-PALM- - -

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)



U.S. Department of Justice

Office of Justice Programs

Office for Civil Rights

2012

Washington, D.C. 20531

January 10, 2013

Michael Szakacs
Financial Analyst
Palm Beach County Board of County Commissioners
301 North Olive Avenue, Suite 1001
West Palm Beach, Florida 33401

Re: EEOP for the Palm Beach County Board of Commissioners

Dear Mr. Szakacs,

The Office for Civil Rights, Office of Justice Programs, has reviewed and approved the EEOP Short Form that you submitted in accordance with the provisions of your current grant awards. The plan that you submitted conforms to the online Seven-Step Guide to the Design and Development of an Equal Employment Opportunity Plan, which provides the essential information that the Department of Justice requires for our initial screening of your EEOP. The Department of Justice regulations for developing a comprehensive EEOP may be found at 28 CFR § 42.301 *et seq.* Your approved plan is effective for two years from the date of this letter, and satisfies the EEOP requirement for any subsequent grant awards received during the two-year period.

If you have any questions regarding this matter, please contact the Office for Civil Rights at (202) 307-0690.

Sincerely,

Michael L. Alston, Director
Office for Civil Rights

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 8. Signatures

In witness whereof, the parties affirm they each have read and agree to the conditions set forth in this agreement, have read and understand the agreement in its entirety and have executed this agreement by their duly authorized officers on the date, month and year set out below.

Corrections on this page, including strikeovers, whiteout, etc. are not acceptable.

State of Florida
Department of Law Enforcement
Office of Criminal Justice Grants

Signature: _____

Typed Name and Title: _____

Date: _____

Subgrant Recipient
Authorizing Official of Governmental Unit
(Commission Chairman, Mayor, or Designated Representative)

Typed Name of Subgrant Recipient: Palm Beach County BCC

Signature: _____

Typed Name and Title: Steven Abrams, Mayor

Date: August 28, 2013

Implementing Agency
Official, Administrator or Designated Representative

Typed Name of Implementing Agency: Palm Beach County CJC

Signature: _____

Typed Name and Title: Michael L. Rodriguez, Executive Director

Date: August 28, 2013

Application Ref # 2014-JAGC-2325

Contract -JAGC-PALM- - -

Section #6 Page 1 of 1

DOJ

APPLICATION

Abstract

Applicant Name: Palm Beach County Criminal Justice Commission

Title of Project: Palm Beach County Reentry

Purpose Area: Prevention and Education Programs

Goals of the Project:	<ul style="list-style-type: none">- To reduce and prevent crime- To reduce recidivism- To reduce victimization- To improve public safety- To reduce the cost of incarceration to the taxpayer- To strengthen links between the criminal justice system and the community, to promote partnerships among national, state, local agencies and to encourage the development of problem solving strategies for prosecution and crime prevention
Project Identifiers	<ol style="list-style-type: none">1. Reentry2. Case Management3. Crime Prevention4. Hiring of Personnel5. Corrections
Strategies to be used:	<p>The Palm Beach County Reentry Initiative is supported by the Palm Beach Criminal Justice Commission through the Reentry Task Force. The task force is responsible for implementing the Palm Beach County Reentry Strategic Plan. This project employs four (4) staff persons, Reentry Case Managers, who work directly with ex-offenders. These positions provide comprehensive assessment, case management, referrals, transportation assistance, job readiness training, job placement, computer skills training and identification assistance.</p> <p>The Palm Beach County Reentry Project is contingent upon maintaining and developing partnerships with government departments at the federal, state, and local levels as well as social service agencies, community and faith- based organizations, private sector businesses and residents.</p>

Program Narrative

Palm Beach County, Florida (PBC) implements a project that delivers a comprehensive model for inmate reentry into Palm Beach County. The *project* is designed to reduce recidivism by 50% over a 5-year period for the target population by identifying needs, providing targeted evidence-based programs and coordinating pre- and post-release services that will assist inmates transitioning from jail or prison to the community.

Echoing many of the problems found nationally with reentry, Palm Beach County's released prisoners face numerous challenges that ultimately aid in their return to criminal activity, re-arrest and re-incarceration. These challenges include unemployment, lack of housing, substance abuse, mental health problems and strained family relationships. To further compound these challenges, institutional programs aimed at assisting inmates in dealing with these issues have been sharply reduced in recent years due to budget reductions. Research shows that *unemployment* has a profound impact on recidivism rates. Statistics show that even before incarceration, adult inmates demonstrate weak or non-existent ties to the workforce (33% of inmates are unemployed in the month leading up to their arrests, compared to 10% unemployment in the general population). The *lack of appropriate housing* and the inability to access *substance abuse treatment and mental health care* significantly reduce positive outcomes. The "what works" literature shows that programs that provide intensive substance abuse and mental health treatment during incarceration, combined with aftercare, have proven effective in reducing recidivism; however, accessing these services continues to prove challenging for the target population.

In recent years, reentry in Palm Beach County has received increased attention as public policy leaders are searching for innovative ways of decreasing cost of incarceration while

maintaining public safety. As a result, the Criminal Justice Commission's Reentry Task Force has developed a five-year plan and implemented various projects that work with ex-offenders.

Evidence-Based Methodology and Outcome Measures – Palm Beach County utilizes the Risk-Needs-Responsivity (RNR) model to guide the reentry process. The RNR model refers to predicting which inmates have a higher probability of recidivating and treating the criminogenic needs of those inmates with appropriate programs based on their level of need. There is considerable empirical evidence that programs that target inmates who are at a higher risk to recidivate are more effective in reducing recidivism than those that do not. Accordingly, a range of interventions are provided that target the specific criminogenic needs of inmates who are higher risk. The long term goals are to increase public safety by reducing recidivism by 50% over 5 years in Palm Beach County. Outcome measures that are used to monitor the impact of the process of these long term goals include a reduction in recidivism rates for the target population. The six fundamental strategies of evidence-based correctional practice are integrated into the design of the program. The program:

- 1) Objectively Assess Criminogenic Risks and Needs:** Inmates are objectively assessed using the LSI-r Risk/Needs Assessment.
- 2) Enhances Intrinsic Motivation:** Staff received training in motivational interviewing and are trained instructors for the Thinking For A Change Curriculum, a cognitive behavior change program for offenders that includes cognitive restructuring, social skills development and development of problem solving skills.
- 3) Targets Higher-Risk Offenders:** Medium to high risk offenders are identified using the LSI-r Assessment and receive the most intensive treatment. Lower-risk offenders receive less intensive treatment services.

4) Addresses Offenders' Greatest Criminogenic Needs: Identifies and targets the inmate's criminogenic (Anti-social attitudes, Anti-social friends, Substance abuse, Lack of empathy, Impulsive behavior) needs through individual assessment of each inmate.

5) Uses Cognitive-Behavioral Interventions: Strategies are focused on changing the offender's thinking patterns in order to change future perceptions. The Thinking For A Change curriculum provides the vehicle for change.

6) Determines Dosage and Intensity of Services: Proper dosage of time and programming are considered based on the risk of the offender. Higher dosages of programming and interventions are provided to offenders who present elevated risk.

The target population is 5,000 ex-offenders, over the age of 18, returning to Palm Beach County. Funds will be provided for case management, assessments, community support, employment, counseling and evaluation.

The selected agencies are part of an extensive countywide effort to bring evidence based services and results to clients. The overall outcome is to reduce the number of clients who return to jail thereby reducing the recidivism rate. Palm Beach County will contract with Gulfstream Goodwill Industries, Inc. and The Lord's Place, Inc.

Case management will include staffing to provide assistance with health care and public assistance benefits. Many will need driver's licenses or identification assistance. Employment services will include the following: job coaching, resume development and employment counseling.

These funds will be used as part of a coordinated county-wide reentry effort involving Second Chance Act Funds as well as State Justice Assistance Grant Funds.

Gulfstream Goodwill Industries, Inc. Description:

Palm Beach County will contract with Gulfstream Goodwill Industries Inc. for the following services:

To provide case management services which include assistance with the development of case management plans that assists reentering citizens with goal setting, medical management, housing assistance, peer support and other social service interventions. Employment services include assistance with job skill development and resume development assistance in identifying proper employment based upon assessment, job readiness and job placement.

Total Gulfstream Goodwill Contractual Services: **\$98,982**

The Lord's Place, Inc. Description:

Palm Beach County will contract with The Lord's Place for the following services:

To provide case management services which include assistance with the development of case management plans that assists reentering citizens with goal setting, medical management, housing assistance, peer support and other social service interventions. Employment services include assistance with job skill development and resume development assistance in identifying proper employment based upon assessment, job readiness and job placement.

Total The Lord's Place Contractual Services: **\$59,812**

**Palm Beach County Reentry
 Budget and Budget Narrative**

BUDGET WORKSHEET

A. PERSONNEL

<u>Name/Position</u>	<u>Salary Computation</u>	<u>Cost</u>
		<u>TOTAL REQUEST \$ 0</u>

B. FRINGE BENEFITS

<u>Name/Position</u>	<u>Benefits Computation</u>	<u>Cost</u>
		<u>TOTAL REQUEST \$ 0</u>

C. TRAVEL

<u>Purpose of Travel</u>	<u>Computation</u>	<u>Cost</u>
		<u>TOTAL REQUEST \$ 0</u>

D. EQUIPMENT

<u>Item</u>	<u>Computation</u>	<u>Cost</u>
		<u>TOTAL REQUEST \$ 0</u>

E. SUPPLIES

<u>Supply Items</u>	<u>Computation</u>	<u>Cost</u>
		<u>TOTAL REQUEST \$ 0</u>

F. CONSTRUCTION

<u>Purpose</u>	<u>Description of Work</u>	<u>Cost</u>
		<u>TOTAL REQUEST \$ 0</u>

G. CONSULTANTS/CONTRACTS

Contracts

<u>Agency</u>	<u>Service to be Procured</u>	<u>Cost</u>
Gulfstream Goodwill Industries, Inc.	Reentry Services	\$ 98,982
The Lords Place, Inc.	Reentry Services	\$ 59,812
<u>TOTAL REQUEST</u>		<u>\$158,794</u>

H. OTHER COSTS

<u>Description</u>	<u>Computation</u>	<u>Cost</u>
<u>TOTAL REQUEST</u>		<u>\$ 0</u>

I. INDIRECT COSTS

<u>Description</u>	<u>Computation</u>	<u>Cost</u>
<u>TOTAL REQUEST</u>		<u>\$ 0</u>

Review Narrative

On May 31, 2013, the *Edward Byrne Memorial Justice Assistance Grant Program FY 2013 Local Solicitation* (Solicitation) was presented to the Criminal Justice Commission Finance Committee for review. On June 21, 2013 the Finance Committee discussed the Solicitation at a meeting that was publicly noticed and open to the public. The Finance Committee voted on the submitted program areas and the following public notification was posted on the Palm Beach County Criminal Justice Commission web site as a result of the committee meeting:

PUBLIC NOTIFICATION OF THE EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT (JAG) LOCAL SOLICITATION

On June 21, 2013, the Criminal Justice Commission Finance Committee voted to allocate FY2013 JAG funds to the following program:

Ex-Offender Reentry Program	\$158,794
Purpose Area: Prevention and Education Programs	

The requested amount is \$158,794 and the application is due by July 9, 2013. Additional comments can also be made by contacting the Criminal Justice Commission Office at (561) 355-4943.

* Additionally, *the full Criminal Justice Commission voted to approve the recommendation on June 24, 2013 at a publically noticed meeting that was open to the public.*

Applicant Disclosure of Pending Applications

"Palm Beach County does not have pending applications submitted within the last 12 months for federally funded assistance that include requests for funding to support the same project being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation."

INSERT

FDLE

GRANT AWARD

LETTER

Office of Criminal Justice Grants
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, Florida 32308

Justice Assistance Grant - County-wide

Grant Adjustment Notice

Subgrantee: Palm Beach County Board of Commissioners
Project Title: EX-OFFENDER REENTRY
Grant Number: 2013-JAGC-PALM-2-D7-239
Adjustment Number: 3

Nature of Adjustment: ChgEndDate

To Subgrantee:

Pursuant to your request of 07/29/2013, the following change, amendment or adjustment in the above grant project is approved subject to such conditions or limitations as may be set forth below. Retain this Grant Adjustment Notice as part of official project records.

Electronically Signed By:

Date 08/07/2013

Petrina Herring

**Authorized Official
Clayton H. Wilder
Administrator**

OCJG Adjustment Memo:

The grant period is extended through September 30, 2014.

NOTE: Retain this grant Adjustment Notice as part of official project records.

Application Ref 2013-JAGC-1977

Contract 2013-JAGC-PALM-2-D7-239

Rule Reference 11D-9.006 OCJG-020 (rev. June 2012)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Adjustment Justification

Palm Beach County is requesting a one year grant extension in order to fully realize the benefit of the grant funds. Staffing issues within the City of Riviera Beach have caused expenditure delays.

By electronically submitting this adjustment, I hereby certify that I have reviewed the changes and find them necessary for program activities. I am the signing authority or have been delegated as such by the appropriate official. Information regarding the signing authority is available for review.

Electronically Signed By:

Date 07/29/2013

Michael L Rodriguez

Authorized Official or Designated Representative

Application Ref # 2013-JAGC-1977

Contract 2013-JAGC-PALM-2-D7-239

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 2: Project Overview

General Project Information

Project Title: EX-OFFENDER REENTRY
Subgrant Recipient: Palm Beach County Board of Commissioners
Implementing Agency: Palm Beach County Criminal Justice Commission
Project Start Date: 10/1/2012 **End Date:** 9/30/2014

Problem Identification

Palm Beach County, Florida (PBC) implements a project that delivers a comprehensive model for inmate reentry into Palm Beach County. The project is designed to reduce recidivism by 50% over a 5-year period for the target population by identifying needs, providing targeted evidence-based programs and coordinating pre- and post-release services that will assist inmates transitioning from jail or prison to the community.

Echoing many of the problems found nationally with reentry, Palm Beach County's released prisoners face numerous challenges that ultimately aid in their return to criminal activity, re-arrest and re-incarceration. These challenges include unemployment, lack of housing, substance abuse, mental health problems and strained family relationships. To further compound these challenges, institutional programs aimed at assisting inmates in dealing with these issues have been sharply reduced in recent years due to budget reductions. Research shows that unemployment has a profound impact on recidivism rates. Statistics show that even before incarceration, adult inmates demonstrate weak or non-existent ties to the workforce (33% of inmates are unemployed in the month leading up to their arrests, compared to 10% unemployment in the general population). The lack of appropriate housing and the inability to access substance abuse treatment and mental health care significantly reduce positive outcomes. The "what works" literature shows that programs that provide intensive substance abuse and mental health treatment during incarceration, combined with aftercare, have proven effective in reducing recidivism; however, accessing these services continues to prove challenging for the target population.

In recent years, reentry in Palm Beach County has received increased attention as public policy leaders are searching for innovative ways of decreasing cost of incarceration while maintaining public safety. As a result, the Criminal Justice Commission's Reentry Task Force has developed a five-year plan and implemented various projects that work with ex-offenders.

Project Summary (Scope of Work)

Evidence-Based Methodology and Outcome Measures - Palm Beach County utilizes the Risk-Needs-Responsivity (RNR) model to guide the reentry process. The RNR model refers to predicting which inmates have a higher probability of recidivating and treating the criminogenic needs of those inmates with appropriate programs based on their level of need. There is considerable empirical evidence that programs that target inmates who are at a higher risk to recidivate are more effective in reducing recidivism than those that do not. Accordingly, a range of interventions are provided that target the specific criminogenic needs of inmates who are higher risk. The long term goals are to increase public safety by reducing recidivism by 50% over 5 years in Palm Beach County. Outcome measures that are used to monitor the impact of the process of these long term goals include a reduction in recidivism rates for the target population. The six fundamental

Application Ref # 2013-JAGC-1977

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Contract 2013-JAGC-PALM-2-D7-239

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

strategies of evidence-based correctional practice are integrated into the design of the program. The program:

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Application Ref # 2013-JAGC-1977

Section #2 Page 2 of 3

Contract 2013-JAGC-PALM-2-D7-239

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 2 Project Overview

Section Questions:

Question: Does the Subgrantee receive a single grant in the amount of \$500,000 or more from the U.S. Department of Justice?

Answer: Yes

Question: Does the Implementing Agency receive a single grant in the amount of \$500,000 or more from the U.S. Department of Justice?

Answer: Yes

Question: Part 1: In your business or organization's preceding completed fiscal year, did your business or organization (the subgrantee) receive (1) 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements; and (2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements? If yes, answer "yes" or "no" to Part 2, below.

Answer: No

Question: Part 2: Does the public have access to information about the compensation of the executives in your business or organization (the subgrantee) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? If answer to Part 1, above, was "no," answer N/A.

Answer: N/A

Application Ref # 2013-JAGC-1977

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Contract 2013-JAGC-PALM-2-D7-239

Rule Reference 11D-9.006 OCJG-005 (rev. October 2005)