

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: March 10, 2015 Consent Regular
 Ordinance Public Hearing

Department:
Submitted By: Palm Beach County Sheriff's Office
Submitted For: Palm Beach County Sheriff's Office

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to: **A) Accept** on behalf of the Palm Beach County Sheriff's Office, a High Intensity Drug Trafficking Area (HIDTA) Program grant in the amount of \$30,536 for the Palm Beach Narcotics Task Force, for the period of January 1, 2015 through December 31, 2016; **B) Approve** a budget amendment of \$30,536 in the Sheriff's Grant Fund.

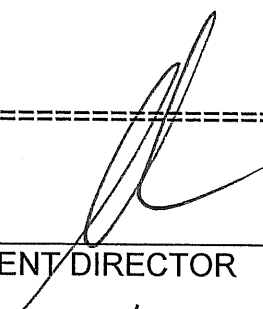
Summary: On December 15, 2014, the Palm Beach County Sheriff's Office (PBSO) received an award from the Office of National Drug Control Policy. The funds will be used for overtime reimbursement and other expenses associated with the Palm Beach Narcotics Task Force. There is no match requirement associated with this award. No additional positions are needed and no additional County funds are required. Countywide (JB)

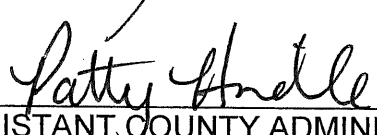
Background and Justification: The HIDTA mission is to reduce drug availability by creating and supporting intelligence-driven task forces aimed at eliminating or reducing domestic drug trafficking and its harmful consequences through enhancement and coordination of drug trafficking control efforts among federal, state and local law enforcement agencies. The Catalog of Federal Domestic Assistance (CFDA) number is 95.001 and the contract number is G15MI0011A.

Attachments:

- 1. Budget Amendment
- 2. Executed Grant Award

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RECOMMENDED BY:  1/30/15
DEPARTMENT DIRECTOR DATE

APPROVED BY:  3/3/15
for ASSISTANT COUNTY ADMINISTRATOR DATE

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2015	2016	2017	2018	2019
Capital Expenditures	0				
Operating Costs	\$30,536				
External Revenues	(\$30,536)				
Program Income (County)					
In-Kind Match (County)	0				
Net Fiscal Impact	0				
# Additional FTE Positions (Cumulative)	0				

Is Item Included in Current Budget: YES _____ NO X

Budget Account No.: Fund 1152 Agency 160 Org 2273 Object 3129

Reporting Category _____

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

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

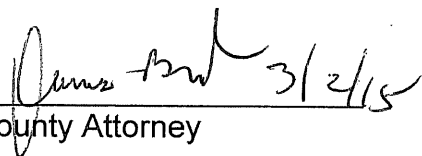
Palm Beach Narcotics Task Force FY2015	\$30,536
Total Program Budget	\$30,536

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Administration Comments:

<p><i>BO SC JB</i> <u>2/23</u> <u>2/23</u></p>	<p><i>OFMB</i> <u>2/24/15</u></p>	<p><i>2/24/15</i></p>	<p><i>Dr. J. Jacobson</i> <u>2/25/15</u></p>
			Contract Administration

B. Legal Sufficiency:


 Assistant County Attorney

C. Other Department Review:

Department Director

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

15- 0448

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET AMENDMENT

FUND 1152 - Sheriff's Grants Fund

BGEX 160 022415-981
BGRN 160 022415-489

Use this form to provide budget for items not anticipated in the budget.

ACCT. NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED	REMAINING BALANCE
Revenues								
Palm Beach Narcotics Task Force FY15								
160-2273-3129	Federal Grant - Other Public Safety	0	0	30,536	0	30,536		
TOTAL REVENUES		1,519,975	\$2,522,760	\$30,536	\$0	2,553,296		
Expenditures								
Palm Beach Narcotics Task Force FY15								
160-2273-9498	Transfer to Sheriff's Fund 1902	0	0	30,536	0	30,652		
TOTAL EXPENDITURES		1,519,975	\$2,522,760	\$30,536	\$0	2,553,296		

Palm Beach County Sheriff's Office

Signatures

Date

By Board of County Commissioners
At Meeting of March 10, 2015

INITIATING DEPARTMENT/DIVISION

Administration/Budget Department Approval

OFMB Department - Posted

Date: 1/30/15
Date: 2/24/15
Date: 2/24/15

Deputy Clerk to the
Board of County Commissioners

Attachment # 1



December 15, 2014

Chief Operating Officer Director George Forman
Palm Beach County Sheriff's Office
3228 Gun Club RD
West Palm Beach, FL 33406

Dear Mr. Forman:

We are pleased to inform you that your request for funding from the High Intensity Drug Trafficking Areas (HIDTA) Program has been approved, and a grant (Grant Number G15MI0011A) has been awarded in the amount of \$30,536. This grant will support initiatives designed to implement the Strategy proposed by the Executive Board of the South Florida HIDTA and approved by the Office of National Drug Control Policy (ONDCP).

The original Grant Agreement, including certain Special Conditions, is enclosed. By accepting this grant, you assume the administrative and financial responsibilities outlined in the enclosed Grant Conditions, including the timely submission of all financial and programmatic reports, the resolution of audit findings, and the maintenance of a minimum level of cash-on-hand. Should your organization not adhere to these terms and conditions, ONDCP may terminate the grant for cause or take other administrative action.

If you accept this award, please sign both the Grant Agreement and the Grant Conditions and return a copy to:

Finance Unit
National HIDTA Assistance Center
11200 NW 20th Street, Suite 100
Miami, FL 33172
(305) 715-7600
Or via email to your respective NHAC accountant.

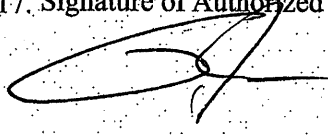
Please keep the original copy of the Grant Agreement and Grant Conditions for your file. If you have any questions pertaining to this grant award, please contact Dan Grayson at (202) 395-6692.

Sincerely,

Michael K. Gottlieb

Michael K. Gottlieb
National HIDTA Director

Enclosures

Executive Office of the President Office of National Drug Control Policy		Grant Agreement	
1. Recipient Name and Address Chief Operating Officer Director George Forman Palm Beach County Sheriff's Office 3228 Gun Club RD West Palm Beach, FL 33406		4. Award Number: G15MI0011A	
		5. Grant Period: From 01/01/2015 to 12/31/2016	
1A. Recipient IRS/Vendor No.: 1596000786A3	6. Date: 12/15/2014	7. Action	
Subrecipient Name and Address	8. Supplement Number	<input checked="" type="checkbox"/> Initial Supplemental	
2A. Subrecipient IRS/Vendor No.:	9. Previous Award Amount:		
3. Project Title Palm Beach Narcotics Task Force	10. Amount of This Award:	\$30,536	
	11. Total Award:	\$30,536	
12. The above Grant is approved subject to such conditions or limitations as are set forth on the five attached pages.			
Consistent with P.L. 113-164, the Continuing Appropriations Resolution, 2015, this document provides a total budget and spending ceiling as reflected in Block 10 of the Grant Award document, which represents funding at a rate of 19.7% of the fiscal year 2014 funding level. Accordingly, the sum of all budgets cannot exceed the award amount reflected in Block 10 of the Grant Award document. The Office of National Drug Control Policy notes that the aforementioned funding level is below requested budget requirements. Additional funding is expected per standard full funding requirements, will be subject to the terms and conditions of this award, and will be made available when enacted.			
13. Statutory Authority for Grant: Public Law 113-164			
AGENCY APPROVAL		RECIPIENT ACCEPTANCE	
14. Typed Name and Title of Approving Official Michael K. Gottlieb National HIDTA Director		15. Typed Name and Title of Authorized Official George Forman Palm Beach County Sheriff's Office	
16. Signature of Approving ONDCP Official <i>Michael K. Gottlieb</i>		17. Signature of Authorized Recipient/Date  1/13/15	
AGENCY USE ONLY			
18. Accounting Classification Code: DUNS: 182809921 EIN: 1596000786A3		19. HIDTA AWARD OND1070DB1516XX OND6113 OND2000000000 OC 410001	

GRANT CONDITIONS

A. General Provisions

1. This grant is subject to Title 2 of the Code of Federal Regulations, as well as the following:

- by reference, the provisions of the Office of Management and Budget (OMB) circulars and government-wide common rules applicable to grants and cooperative agreements. These circulars and common rules include the following:
- OMB Circular A-21 "Cost Principles for Educational Institutions." (Codified at 2 CFR Part 220)
- OMB Circular A-87 "Cost Principles for State, Local, and Indian Tribal Governments." (Codified at 2 CFR Part 225)
- OMB Circular A-102 "Grants and Cooperative Agreements with State and Local Governments." (Codified at 21 CFR 1403)
- OMB Circular A-110 "Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations." (Codified at 2 CFR Part 215)
- OMB Circular A-122 "Cost Principles for Nonprofit Organizations." (Codified at 2 CFR Part 230)
- "Uniform Administrative Requirements for Grants and Cooperative Agreements with State and Local Units of Governments," (Codified at 21 CFR Part 1403)
- Grants Management Common Rule for State and Local Units of Governments," (Codified at 21 CFR Part 1404)
- "Government-wide Debarment and Suspension (Nonprocurement)," (Codified at 21 CFR Part 1404)
- "Government-wide Requirements for Drug-free Workplace (Financial Assistance)" (Codified at 21 CFR Part 1405)
- "New Restrictions on Lobbying" (Codified at 28 CFR Part 69)

2. Audits conducted pursuant to OMB Circular A-133, "Audits of State and Local Governments", must be submitted no later than 9 months after the close of the grantee's audited fiscal year. A copy of the audit report and management letter must be sent to:

EOP/ONDCP

Attention: Lisa Newton

lnewton@ondcp.eop.gov

3. Grantees are required to submit Federal Financial Reports (FFR) to the Department of Health and Human Services, Division of Payment Management (HHS/DPM). Other reporting requirements are specified in the HIDTA Program Policy and Budget Guidance.
4. The recipient gives the awarding agency or the Government Accountability Office, through any authorized representative, access to, and the right to examine, all paper or electronic records related to the grant.
5. Recipients of HIDTA funds are not agents of ONDCP. Accordingly, the HIDTA, its fiscal agent (s), HIDTA employees, HIDTA contractors, as well as state, local, and federal HIDTA participants, either on a collective basis or on a personal level, shall not hold themselves out as being part of, or representing, the Executive Office of the President or ONDCP.
6. The award date of this grant is December 15, 2014. Costs incurred by the grantee between the stated "award date" and starting date of the "grant period," the latter tracking to the more standard full calendar year(s), may be charged by the grantee to this award, if costs were incurred in furtherance of this grant and allowable under applicable cost principles. Such costs should not be charged as "pre-award costs."
7. Grantees and subgrantees are advised of the new OMB grants "supercircular," Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, some provisions of which may begin to supersede the provisions of pre-existing OMB grants circulars over the term of this grant. ONDCP will also be adopting conforming regulations in 2014. ONDCP will provide you with updates moving forward. For more information about the supercircular, please visit www.cfo.gov/COFAR, which includes links to related online training and FAQs.

In any case, ONDCP will also accept grants management and administration by "non-federal entities" (the new term for organizations receiving Federal assistance) that conforms to the Omni-Circular requirements from entities that have adopted the Omni-Circular for their programs.

B. Special Conditions HIDTA Grants

The following special conditions are incorporated into each award document.

1. This grant is awarded for the initiative(s) named above. Variation from the description of activities approved by ONDCP and/or from the budget attached to this letter must comply with the reprogramming requirements as set forth in ONDCP's HIDTA Program Policy and Budget Guidance.
2. This award is subject to the requirements in ONDCP's HIDTA Program Policy and Budget Guidance.
3. No HIDTA funds shall be used to supplant state or local funds that would otherwise be made available for the same purposes.

4. The requirements of 28 CFR Part 23, which pertain to information collection and management of criminal intelligence systems, shall apply to any such systems supported by this award.
5. Special accounting and control procedures must govern the use and handling of HIDTA Program funds for confidential expenditures; i.e. the purchase of information, evidence, and services for undercover operations. Those procedures are described in Section 6-12 of the HIDTA Program Policy and Budget Guidance.
6. The grant recipient agrees to account for and use program income in accordance with the "Common Rule" and the HIDTA Program Policy and Budget Guidance. Asset forfeiture proceeds generated by the HIDTA-funded initiatives shall not be considered as program income earned by HIDTA grantees.
7. Property acquired with these HIDTA grant funds is to be used for activities of the South Florida. If your agency acquires property with these funds and then ceases to participate in the HIDTA, this equipment must be made available to the HIDTA's Executive Board for use by other HIDTA participants.
8. All law enforcement entities that receive funds from this grant must report all methamphetamine laboratory seizure data to the National Clandestine Laboratory Database/National Seizure System at the El Paso Intelligence Center.

C. Payment Basis

1. A request for Advance or Reimbursement shall be made using the HHS/DPM system (www.dpm.psc.gov). Copies of invoices or payroll registers must accompany the payment confirmation number to provide documentation for the reimbursement request. Requests for advances must be accompanied by details specifying the need for the advance. Documentation of how the advance was spent must be submitted within 21 days and before another advance or reimbursement will be approved.
2. The HIDTAs, or their respective grantees, must utilize the HIDTA program Financial Management System's (FMS) Disbursement module each time they submit a disbursement request to the NHAC. Requests for payment in the DPM system will not be approved unless the required disbursements have been entered into the FMS. Payments will be made via Electronic Fund Transfer to the award recipient's bank account. The bank must be FDIC insured. The account must be interest bearing.
3. Except for interest earned on advances of funds exempt under the Intergovernmental Cooperation Act (31 U.S.C. 6501 et seq.) and the Indian Self-Determination Act (23 U.S.C. 450), grantees and subgrantees shall promptly, but at least quarterly, remit interest earned on advances to HHS/DPM at the address provided below. When submitting your checks, please provide a detailed explanation which should include: reason for check (remittance of interest earned on HIDTA advance payments), check number, grantee name, grant number, interest period covered, and contact name and number.

Ms. Regenia Mitchell
Division of Payment Management
Department of Health and Human Services

Via U.S. Postal Mail:

P.O. Box 6021
Rockville, MD 20852

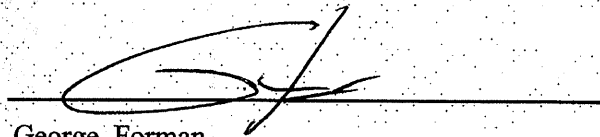
Via FedEx:

7700 Wisconsin Avenue
10th Floor
Bethesda, MD 20814

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

RECIPIENT ACCEPTANCE OF GRANT CONDITIONS

Signature:



Date:

1/13/15

Name:

George Forman

Organization:

Palm Beach County Sheriff's Office