

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: January 23, 2018 [X] Consent [] Regular
[] Ordinance [] Public Hearing

Department: Department of Public Safety
Submitted By: Department of Public Safety
Submitted For: Division of Victim Services

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to: receive and file (2) two Grant Adjustment Notices (GAN) numbered 002 and 003 with the U.S. Department of Justice (DOJ), Office of Justice Programs (OJP) Multidisciplinary Response to Families and Communities in Complex Homicide Cases grant award (2016-XV-GX-K018), which facilitated an administrative filing and approvals through October 31, 2017.

- 1. GAN #002 Change Grantee Authorized Signing Official; and
- 2. GAN #003 Travel.

Summary: As per grant guidelines, certain expenditures and work product require approval from the DOJ OJP grant manager. The approval process is facilitated by drafting a GAN and submitting it through the DOJ’s Grant Management web portal. GAN 002 facilitated approval of changing the grantee authorized signing official and GAN 003 facilitated approval of Victim Services staff and DUI project Team members to attend the 2017 Grantee Meeting in Alexandria VA that was hosted specifically for this project. The approved grant budget, total grant, and scope of work remained the same. R2017-0477 authorized the County Administrator or designee to execute future amendments and partner agreements associated with the current grant on behalf of the Board of County Commissioners, after approval of legal sufficiency by the County Attorney’s Office, and within budgeted allocations Countywide LDC)

Background and Justification: Impaired driving crashes are often initially treated as accidents instead of crimes, which hinders the appropriate delivery of victim services, or in some cases, may lead to the absence of services altogether. The lengthy process of completing toxicology reports and related medical examiner’s investigative reports, both of which are required to determine prosecutorial options, often leave families waiting for up to six months to know whether or not the impaired driver will be charged for the death of their family member(s) and are left alone in their grief, unable to be linked to resources like victim’s compensation, burial assistance, evidence-based therapy, personal and legal advocacy and emergency financial assistance.

To address this concern, the County was selected as a demonstration site to develop and institutionalize a multi-disciplinary approach to responding to deaths involving DUI or Impaired Driving and to meet the needs of survivors/victims through trauma-informed and victim-centered approaches. The County was awarded \$579,965 to fund this project for a 36-month term beginning October 1, 2016 through September 30, 2019. The grant provides funding for Florida State University to serve as the project research partner, Mother’s Against Drunk Driving to assist with death notification training, and two County positions.

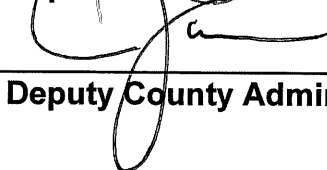
Attachments:

- 1) Grant Adjustment Notice 002, U.S. Department of Justice
- 2) Grant Adjustment Notice 003, U.S. Department of Justice

Recommended by: _____

Department Director

Date



1/2/18
Date

Approved By: _____

Deputy County Administrator

Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>
Capital Expenditures	_____	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
Net Fiscal Impact	*	_____	_____	_____	_____
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included In Current Budget? Yes _____ No _____
 Does this item include the use of federal funds? Yes _____ No _____
 Budget Account Exp No: Fund _____ Department _____ Unit _____ Object _____
 Rev No: Fund _____ Department _____ Unit _____ Rev Source _____

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

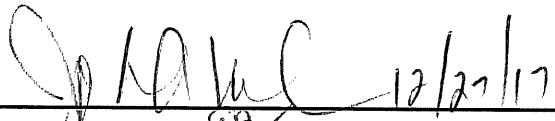
Grant:
Fund:
Unit:

*There is no fiscal impact associated with this agenda item.

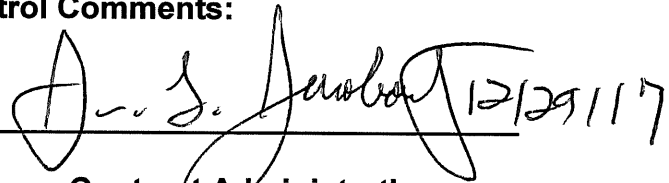
Departmental Fiscal Review: _____

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

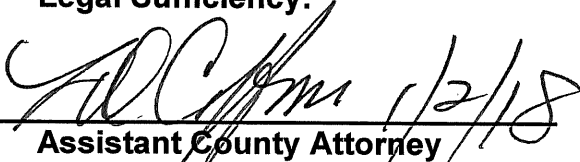


 OFMB 12/27/17



 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.



Change Grantee Authorized Signing Official GAN



All Active

Change Requested

Approved

Denied

Draft

Create Grant Adjustment

Help/Frequently Asked Questions

US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information			
Grantee Name:	Palm Beach County Board of County Commissioners	Project Period:	10/01/2016 - 09/30/2019
Grantee Address:	301 N. Olive Avenue West Palm Beach, 33401	Program Office:	OVC
Grantee DUNS Number:	07-847-0481	Grant Manager:	Mary Atlas-Terry
Grantee EIN:	59-6000785	Application Number(s):	2016-40314-FL-XV
Vendor #:	596000078	Award Number:	2016-XV-GX-K018
Project Title:	Palm Beach County's Enhanced Response to DUI/Impaired Driving Related Deaths	Award Amount:	\$579,965.00

Change Grantee Authorized Signing Official

Specific documentation is required for changes to a Grantee Authorized Signing Official. Documentation can be the legal document that effected the change or a letter noting the official change authenticated (signed) by a proper official of the state having jurisdiction. Documentation must be electronically attached. If you cannot attach the documentation, please contact your Grant Manager.

Current Authorized Signing Official		New Authorized Signing Official	
Prefix	The Honorable	*Prefix	The Honorable
Prefix (Other)		Prefix (Other)	
First Name	Mary Lou	*First Name	Paulette
Middle Initial		Middle Initial	
Last Name	Berger	*Last Name	Burdick
Suffix		Suffix	
Suffix (Other)		Suffix (Other)	
Title	Mayor	*Title	Mayor
Address Line 1	301 N. Olive Avenue	*Address Line 1	301 N. Olive Avenue
Address Line 2		Address Line 2	
City	West Palm Beach	*City	West Palm Beach
State	Florida	*State	Florida
Zip	33401 -	*Zip	33401 - 4522
Phone	(561) 355-1723 Ext	*Phone	(561) 355-1723 Ext
Fax	(561) 355-2757	Fax	(561) 355-2757
Email	nbishop@pbcgov.org	*Email	nbishop@pbcgov.org

***Required Justification for Change Grantee Authorized Signing Official**

Attachment # 1

Page 1 of 2

A new mayor was elected.

Attachments:

Filename:	User:	Timestamp:	Action:
agendaminutes.pdf	NBishop2	08/10/2017 5:08 PM	Delete Attachment

Actions:

[Close](#)

[Printer Friendly Version](#)

Audit Trail:

Description:	Role:	User:	Timestamp:	Note:
Approved-Final	PO - Grant Manager	AtlasM	08/21/2017 11:42 AM	View Note
Submitted	PO - Grant Manager	NBishop2	08/10/2017 5:09 PM	View Note
Draft	EXTERNAL - External User	NBishop2	08/10/2017 5:07 PM	View Note



US DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS

GRANT ADJUSTMENT NOTICE

Grantee Information			
Grantee Name:	Palm Beach County Board of County Commissioners	Project Period:	10/01/2016 - 09/30/2019
Grantee Address:	301 N. Olive Avenue West Palm Beach, 33401	Program Office:	OVC
Grantee DUNS Number:	07-847-0481	Grant Manager:	Mary Atlas-Terry
Grantee EIN:	59-6000785	Application Number(s):	2016-40314-FL-XV
Vendor #:	596000078	Award Number:	2016-XV-GX-K018
Project Title:	Palm Beach County's Enhanced Response to DUI/Impaired Driving Related Deaths	Award Amount:	\$579,965.00
Program Office Approvals			
*Approval Types			
<input type="checkbox"/> Changes in Consultant rates (in excess of \$650/day)	<input type="checkbox"/> Publication Plan Submissions		
<input type="checkbox"/> Purchase of Automatic Data Processing (ADP) Equipment and Software	<input type="checkbox"/> Funding for Criminal Justice Information and Communication Systems		
<input type="checkbox"/> Foreign Travel Costs	<input checked="" type="checkbox"/> Other (Please enter type of Program Office Approval below) Additional Funds for Travel		
*Required Justification for Program Office Approvals:			
<p>A grant meeting was being held in Alexandria VA on August 17th and 18th. We had budgeted for 1 Team Member and 1 Researcher to attend. Based on emails regarding the Grantee Meeting and those who could attend, we requested to bring</p>			
Attachments:			
Filename:	User:	Timestamp:	
RE OVC Meeting- approval to use grant funds to send additional staff and partners..msg	NBishop2	10/02/2017 12:50 PM	
<input type="button" value="Print"/>			
Audit Trail:			
Description:	Role:	User:	Timestamp:
Approved-Final	PO - GAN 1st Line Supervisor	willias4	10/13/2017 4:56 PM
Approved-GM	PO - GAN 1st Line Supervisor	AtlasM	10/05/2017 8:27 AM
<p>Grant manager approves of this request to move additional funding into the "travel" category of the budget to support the travel of additional staff to the August 2017 Grantee Meeting that was hosted specifically for this project. Change does not warrant GAN for budget mod, because change does not exceed 10% of the total project budget. This is simply an approval for the grant record.</p>			

Submitted	PO - Grant Manager	NBishop2	10/02/2017 1:08 PM
Draft	EXTERNAL - External User	NBishop2	10/02/2017 12:49 PM