

BOARD OF COUNTY COMMISSIONERS
SARPY COUNTY, NEBRASKA

RESOLUTION AUTHORIZING CHAIRMAN TO SIGN GRANT AWARD AND SUBGRANT SPECIAL
CONDITIONS RELATING TO THE GRANT APPLICATION FOR
THE SARPY COUNTY JUVENILE REPORTING CENTER

WHEREAS, pursuant to Neb. Rev. Stat. §23-104(6) (Reissue 2007), the County has the power to do all acts in relation to the concerns of the County necessary to the exercise of its corporate powers; and,

WHEREAS, pursuant to Neb. Rev. Stat. §23-103 (Reissue 2007), the powers of the County as a body are exercised by the County Board; and,

WHEREAS, a Crime Commission Grant for the Sarpy County Juvenile Reporting Center has been awarded to Sarpy County; and,

WHEREAS, the grant award and subgrant special conditions must be submitted to the Nebraska Crime Commission; and,

WHEREAS, Sarpy County is committed to and supports the Sarpy County Juvenile Reporting Center; and;

NOW, THEREFORE, BE IT RESOLVED, By the Sarpy County Board of Commissioners that the Board Chairman is hereby authorized to sign the attached grant award and subgrant special conditions for the Sarpy County Juvenile Reporting Center Grant.

DATED this 25th day of August, 2009.

MOVED by Tom Richards, seconded by Rich Jansen, that the above Resolution be adopted. Carried.

YEAS:
Russell
Rich Jansen
Tom Jones
Tom Richards
Patrick J. Thomas

NAYS:
None

ABSENT:
None

ABSTAIN:
None

Attest:

SEAL



Dorise Houghtaling
County Clerk

Approved as to form:

[Signature]
County Attorney

**Nebraska Commission
on Law Enforcement
and Criminal Justice**

Grant Award

Subgrantee Sarpy County S.O.	Grant Number 08-JJ-06	Date of Award May 8, 2009	Program 16.540
Project Title Juvenile Reporting Center	Grant Amount		
	Federal	\$37,491	
	Match	\$ 4,227	
	Total	\$41,718	

Approved Budget For Project

CATEGORY	FEDERAL SHARE	MATCH SHARE	TOTAL PROJECT COST
Personnel	\$37,491.00	\$4,227.00	\$41,718.00
Consultants/Contracts			
Travel			
Supplies/Operating/Expenses			
Construction/Equipment Rental			
Equipment			
Other			
Total Amount	\$37,491.00	\$4,227.00	\$41,718.00
% Contribution	89%	11%	100%

This award is subject to the General and Fiscal Conditions established by the Nebraska Commission on Law Enforcement and Criminal Justice and to the and Criminal Justice and to the special conditions enclosed with this award as indicated below.

The grant period will be from ^{July call} ~~September 1, 2009~~ to ^{June 30 call} ~~August 31, 2010~~ except as authorized by the Commission. To be a valid grant, this Grant Award must be signed and returned to the Commission within 30 days of receipt. Subgrantees will retain the Pink copy.

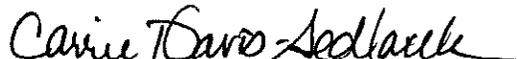
The subgrantee hereby attests and affirms that the required cash match will be designated, appropriated, and expended for the project within the duration of the Grant period.



This award is subject to special conditions (enclosed).


Signature of Executive Director or Representative

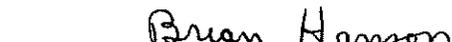
Michael E. Behm, Executive Director
8/4/09
Typed Name and Title Date


Signature of Project Director

8-20-09
Typed Name and Title Date


Signature of Authorized Official
(Mayor, County Board Chairman, Chair of non-profit Board etc.)

Chairman
8/25/09
Typed Name and Title Date


Signature of Financial Officer
(County Treasurer, City Clerk, etc.)

8-20-09
Typed Name and Title Date

SubgrantSpecial Conditions

Distribution:

Original to Commission
One copy to Subgrantee

<p>Subgrantee: Sarpy County S.O.</p>	<p>Subgrant Number: 08-JJ-06</p>
	<p>Subgrant Title: Juvenile Reporting Center</p>

This contract is subject to the standard conditions agreed to in the original application and the signed Certified Assurances. In addition, the subgrantee must comply with the Office of Justice Programs "Financial and Administrative Guide for Grants" (OJP M 7100.1C), Federal Program Guidelines and the Commission on Law Enforcement and Criminal Justice (Crime Commission) Guidelines and the following special conditions:

1. The Commission shall have access to all project related materials for the purposes of audit and examinations. All records shall be retained for five (5) years from the date of the final fiscal report unless an audit is in progress or the findings of a completed audit have not been resolved satisfactorily;
2. Audits – All audits will comply with the Single Audit Act of 1984, as amended. Audits for private non-profit agencies shall comply with Circular A-133;

Agencies and organizations receiving federal funds from various sources totaling \$500,000 or more during their Fiscal Year are required to have an annual audit. Total cost of the audit must be prorated among funding sources. Agencies and organizations receiving federal funds from various sources totaling less than \$500,000 during their Fiscal Year are not required to have an annual audit. However, a complete agency audit complying with the Single Audit Act of 1984, as amended, is highly recommended once every three years for private non-profit agencies receiving funding from the Crime Commission.

ONE Copy of the audit that includes a Letter of Findings are required to be submitted to the Crime Commission, if they are not part of the audit.

3. Accounting Procedures – Awarded applicants shall implement and maintain an accounting system which accurately reflects income received, expenditures, and documentation of expenditures. Each source of income must be accounted for separately and a clear audit trail for each source of funding must be maintained. Matching funds need not be applied at the exact time or in the required proportion to the obligation of Federal funds. However, the full matching share must be obligated by the end of the project period. Accounting records are to be available for monitors and audits;

If at any time an impropriety is found in the accounting or use of any funds received by the subgrantee, the Crime Commission must be notified immediately and informed about how the agency will address the problem.

All subgrantee's receiving payments from the Crime Commission are required to receive payments via the Automated Clearing House (ACH) payment.

4. Acceptance of Grant Award and Special Conditions

- **Grant Award** must be accepted; signed by the subgrantee's authorized official, the director of the project and the fiscal officer; and, returned to the Crime Commission within thirty (30) days from the date the Grant Award is mailed to the subgrantee;
- **Special Conditions** must be accepted, signed by the subgrantee's authorized official, director of the project, and the fiscal officer, and returned to the Crime Commission within thirty (30) days from the date the Special Conditions are mailed to the subgrantee;

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5. Reporting Requirements

- **Grant Activity Summary Reports** are required **quarterly**. Reports are due by the 15th of the month following the end of each quarter during the grant period;
- **Cash Report/Cash Requests** are required **quarterly**. Reports are due by the 15th of the month following the end of each quarter during the grant period as well as the final "Cash Report" reflecting the total grant expenditures at the end of the grant period.
- **Regardless of the start date of the grant project**, quarterly reports are due for normal quarters as listed below.

Jan. - March
April - June

July - Sept.
Oct. - Dec.

6. Use of Federal Grant Funds

- Federal grant funds will not be used to supplant State, local or any other funds that would otherwise be available. The agency's budget cannot decrease as a result of grant dollars. If an existing employee is assigned to this project and their salary is paid with grant funds, his or her position must be backfilled. The agency's personnel cannot decrease as a result of this grant project;
 - No State/Federal grant funds shall be used for costs existing prior to or after the grant period;
 - No indirect costs shall be allowed. Indirect cost is defined as payment for grant management services, accounting services, grant securing services, or any other costs of an organization that are not readily assignable to a particular project;
 - Federal and matching funds are to be used for the purpose stated in the approved grant application. Any changes must be approved by the Nebraska Crime Commission prior to the change taking place;
 - Federal funds cannot be used for lobbying. If matching funds are used for lobbying, a disclosure report shall be submitted to the Crime Commission;
 - No other Federal funds shall be used to meet the match requirement;
 - Crime Commission funding cannot be placed in interest bearing accounts by private non-profit agencies;
7. The Subgrantee must insure any required match is met and that match is documented before the end of the project period. Match, both cash or in-kind, must be documented in the agency's accounting system.
8. The subgrantee Project Director and/or Fiscal Officer or a designated representative shall attend the Grant Management Training sponsored by the Crime Commission, if required. At least one Board member of a Private Non-profit agency receiving grant funds from the Crime Commission shall also attend Grant Management Training.
9. Any publicity of this project will include an acknowledgement of funding by the Nebraska Commission on Law Enforcement and Criminal Justice (Crime Commission). A copy of such publicity shall be sent to the Crime Commission. When issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal or State money, all grantees receiving funds, shall clearly state (1) the percentage of the total cost of the program or project which will be financed with Federal or State money, and (2) the dollar amount of Federal or State funds for the project or program.
10. The subgrantee agrees that any publication (written, visual or sound, excluding press releases, newsletters and issue analysis) issued by the subgrantee describing programs or projects funded in whole or in part with Federal or State funds, shall contain the following statement: "This project was supported by Grant #}«Grant Number»awarded by the Nebraska Crime Commission. Points of view or opinions contained within this document are those of the author and do not necessarily represent the official position or policies of the Commission." Two copies of any such publication are to be submitted to the Crime Commission.

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11. The Subgrantee assures it and all its contractors will comply with all applicable nondiscrimination requirements as set forth by federal and state laws. No person shall be excluded from participation in, denied the benefits of, subjected to discrimination under, or be denied employment in connection with any activities receiving funds under the Act on the basis of race, color, religion, age, sex, national origin or handicap.

In the event a federal or state court or administrative agency makes a finding of discrimination after a due process hearing the recipient of funds will forward a copy of the finding to the Office of Civil Rights Compliance of the Office of Justice Programs in Washington, D.C. Additionally, a copy of the findings are to also be sent to the Crime Commission. If required, the subgrantee will formulate an Equal Employment Opportunity Program (EEO) in accordance with 28 CFR 42.301 et. seq.

Grantees whose projects, personnel or subgrantees become involved in any litigation, whether civil or criminal, shall immediately notify the Crime Commission and forward a copy of any demand notices, lawsuits, or indictments to the Commission.

12. The subgrantee must comply with the Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d. Subgrantees receiving Federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). Information on the civil right responsibilities, please see <http://www.lep.gov>.

13. The subgrantee will address required contingencies to the award as stated on the Summary Comment Sheet. Grant funds will not be released until all contingencies are addressed.

14. If at any time during the grant period the subgrantee is barred from doing business with the Federal Government, the Crime Commission shall be notified by the subgrantee in writing.

15. All agencies who are participants in the awarded project shall establish and maintain a drug free work-place policy.

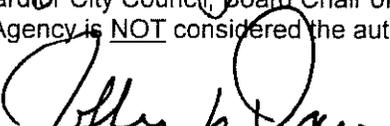
16. The subgrantee will maintain time records that comply with the Office of Management and Budget (OMB) A-87 Circular to clearly document the hourly activity of each grant funded or match funded position to show the actual percentage of time charged to the funding source. Records will be maintained by the subgrantee to document any differences between budgeted and actual federal and match personnel grant costs. Timesheets for grant funded positions should include the signature of the employee and their supervisor. Volunteer positions used as match are to be documented and, to the extent feasible, supported by the same methods used for employees. Please refer to the following website for further details on OMB circulars <http://www.whitehouse.gov/omb/circulars/>.

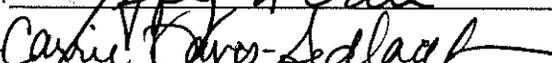
17. Private Non-profit Agency Board Responsibilities - Two board members of private non-profit agencies awarded funds shall review, on a quarterly basis, all expenditures for the agency. This review shall include, but is not limited to, checks written for the period, deposits, assurance of a balanced checkbook, review of the entries in the agency's ledgers and review of the income received from funding agencies and donations.

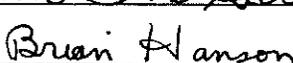
I have read the above Special Conditions and understand they are part of the binding Grant Award.

Signature of Authorized Official  Date 8/25/09
(Mayor, Chair of County Board of City Council, Board Chair of Private Non-profit Agency).

NOTE: The Director of the Agency is NOT considered the authorized official for the signing of these Special Conditions.

Signature of Agency Director  Date 9/1/09

Signature of Project Director  Date 8-20-09

Signature of Fiscal Officer  Date 8-20-09