

BOARD OF COUNTY COMMISSIONERS
SARPY COUNTY, NEBRASKA

RESOLUTION AUTHORIZING THE CHAIRMAN TO SIGN THE GRANT AWARD AND SUBGRANT SPECIAL
CONDITIONS RELATING TO THE 2011-2012 COUNTY AID GRANT

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 Sarpy County juvenile programming is available 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 grant application for Sarpy County juvenile programming; 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 2011-2012 County Aid grant.

DATED this 19th day of July, 2011.

MOVED by Jim Thompson, seconded by Jim Nekuda, that the above Resolution be adopted. Carried.

YEAS:

NAYS:

ABSENT:

[Signature]
[Signature]
[Signature]
[Signature]

none

none

ABSTAIN:

none



Attest:
[Signature]
County Clerk

Nebraska Commission
on Law Enforcement
and Criminal Justice

Grant Award

Subgrantee Sarpy County	Grant Number 11-CA-0509	Date of Award May 6, 2011	CFDA # N/A
Project Title Sarpy County Juvenile Services	Grant Amount		
	Federal	\$ 113,089.00	
	Match	\$ 45,236.00	
	Total	\$ 158,325.00	

Approved Budget For Project

CATEGORY	FEDERAL SHARE	MATCH SHARE	TOTAL PROJECT COST
Personnel	95,983		95,983
Consultants/Contracts	8,190	45,236	53,426
Travel	1,254		1,254
Supplies/Operating/Expenses	7,662		7,662
Construction/Equipment Rental			
Equipment			
Other			
Total Amount	\$ 113,089	\$ 45,236	\$ 158,325
% Contribution	71%	29%	100%

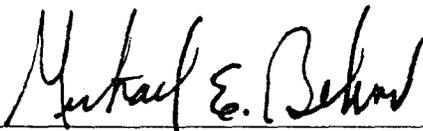
This award is subject to the General and Fiscal Conditions established by the Nebraska Commission on Law Enforcement and Criminal Justice and to the and Criminal Justice and to the special conditions enclosed with this award is indicated below.

The grant period will be from July 1, 2011 to June 30, 2012, 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.

X

This award is subject to special conditions (enclosed).

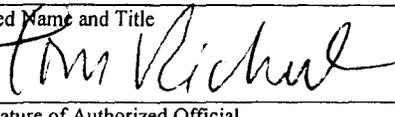


Signature of Executive Director or Representative

Michael E. Behm, Executive Director

7/1/11
Date

Typed Name and Title



7/19/11
Date

Signature of Authorized Official

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

Tom Richards/County Board Chair 7/19/11

Typed Name and Title

Date

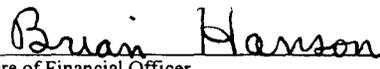


Signature of Project Director

Lisa A. Haire/Grant Coord 7/11/11

Typed Name and Title

Date



Signature of Financial Officer

(County Treasurer, City Clerk, etc.)

Brian Hanson/Fiscal Admin 7/13/11

Typed Name and Title

Date

Subgrant Special Conditions

Distribution:

Original to Commission
One copy to Subgrantee

Subgrantee: Sarpy County	Subgrant Number: 11-CA-0509
	Subgrant Title: Sarpy Co. Juvenile Services

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;

SUBGRANT SPECIAL CONDITIONS – Page 3
GRANT

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 Tom Richard Date 7/19/11
(Mayor, Chair of County Board or 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 Mark Wagoner Date 7/14/11

Signature of Project Director Lisa G. Hartman Date 7/15/11

Signature of Fiscal Officer Bruce Hanson Date 7-13-11

CERTIFICATION FORM

Recipient Name and Address: _____

Grant Title: _____ Grant Number: _____ Award Amount: _____

Contact Person Name and Title: _____ Phone Number: () _____

Federal regulations require recipients of financial assistance from the Office of Justice Programs (OJP), its component agencies, and the Office of Community Oriented Policing Services (COPS) to prepare, maintain on file, submit to OJP for review, and implement an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R §§ 42.301-.308. The regulations exempt some recipients from all of the EEOP requirements. Other recipients, according to the regulations, must prepare, maintain on file and implement an EEOP, but they do not need to submit the EEOP to OJP for review. Recipients that claim a complete exemption from the EEOP requirement must complete **Section A** below. Recipients that claim the limited exemption from the submission requirement, must complete **Section B** below. **A recipient should complete either Section A or Section B, not both.** If a recipient receives multiple OJP or COPS grants, please complete a form for each grant, ensuring that any EEOP recipient certifies as completed and on file (if applicable) has been prepared within two years of the latest grant. Please send the completed form(s) to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7th Street, N.W., Washington, D.C. 20531. For assistance in completing this form, please call (202)307-0690 or TTY (202) 307-2027.

Section A- Declaration Claiming Complete Exemption from the EEOP Requirement. *Please check all the boxes that apply.*

- | | |
|--|---|
| <input type="checkbox"/> Recipient has less than 50 employees, | <input type="checkbox"/> Recipient is an Indian tribe, |
| <input type="checkbox"/> Recipient is a non-profit organization, | <input type="checkbox"/> Recipient is an educational institution, or |
| <input type="checkbox"/> Recipient is a medical institution, | <input type="checkbox"/> Recipient is receiving an award less than \$25,000 |

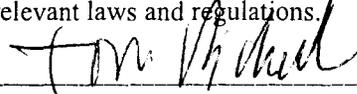
I, _____ [responsible official], certify that _____ [recipient] is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R §42.302. I further certify that _____ [recipient] will comply with applicable Federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

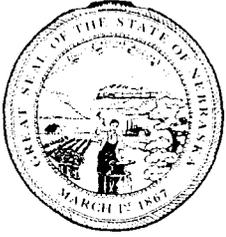
Print or type Name and Title	Signature	Date
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Section B- Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review.

If a recipient agency has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to OJP for review as long as it certifies the following (42 C.F.R. § 42.305):

I, _____ [responsible official], certify that the _____ [recipient], which has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR §42.301, *et seq.*, subpart E. I further certify that the EEOP has been formulated and signed into effect within the past two years by the proper authority and that it is available for review. The EEOP is on file in the office of: _____ [organization], at _____ [address], for review by the public and employees or for review or audit by officials of the relevant state planning agency or the Office for Civil Rights, Office of Justice Programs, U. S. Department of Justice, as required by relevant laws and regulations.

Tom Richards, Chairman		7/19/11
Print or type Name and Title	Signature	Date



Dave Heineman
Governor

NEBRASKA COMMISSION ON LAW ENFORCEMENT AND CRIMINAL JUSTICE

(Nebraska Crime Commission)

Michael E. Behm, Executive Director

301 Centennial Mall South

P.O. Box 94946

Lincoln, Nebraska 68509-4946

Phone (402) 471-2194

FAX (402) 471-2837

July 1, 2011

MEMORANDUM

TO: County Aid Subgrantees

FROM: Lisa Stamm

SUBJECT: County Aid Grant Award Packets

Enclosed you will find the Grant Award and Special Conditions for the grant application approved by the Nebraska Crime Commission at its May 6, 2011 meeting. **Please have the appropriate individuals sign the Grant Award and Special Conditions. Signatures of the Authorized Official, Project Director, and Financial Officer are required on both documents. Keep the pink copy of the Grant Award and one copy of the Special Conditions for your records. Return the white copy of the Grant Award and one signed copy of the Special Conditions to the Crime Commission within 30 days of the date this letter was mailed to you. Please read your Special Conditions carefully.**

Please Note: Only Title II Subgrantees must fill out the attached EEOP form.

- The correct criteria for those subrecipients that must maintain an EEOP are as follows:
 1. The subrecipient is a state of local government agency or any business; and
 2. The subrecipient has 50 or more employees; and
 3. The recipient receives a single award of \$25,000 or more.
- A recipient that is required to maintain an EEOP must submit it to the OCR if it receives a single award of \$500,000 or more.
- If a subrecipient is exempt from maintaining an EEOP, that exemption must be certified to the OCR. Additionally, if a subrecipient must maintain an EEOP, but is exempt from submitting it, that exemption must be certified to the OCR as well.
- Please submit certifications or EEOP's directly to the OCR and send a copy of this certification to the Crime Commission.

Sarpy County Board of Commissioners

1210 GOLDEN GATE DRIVE
PAPILLION, NE 68046-2895
593-4155

www.sarpy.com

ADMINISTRATOR Mark Wayne

DEPUTY ADMINISTRATOR Scott Bovick

FISCAL ADMIN./PURCHASING AGT. Brian Hanson



COMMISSIONERS

Rusty Hike District 1
Jim Thompson District 2
Tom Richards District 3
Jim Nekuda District 4
Jim Warren District 5

MEMO

To: Sarpy County Board

From: Lisa A. Haire

Re: County Aid Grant Award

On July 19, 2011 the County Board will be asked to authorize the chairperson to sign the attached grant award and subgrant special conditions for the County Aid grant.

The grant awards Sarpy County with \$113,089 in federal funds. \$95,983 of those funds will pay a portion of the salaries and benefits for the Juvenile Drug Court Liaison and a Juvenile Services Officer. In addition, County Aid will provide \$5,226 for drug testing supplies for the Juvenile Justice Center, \$500 for Bereavement Group Training, \$1,800 for the World of Difference class facilitation, \$150 for stipends and supplies for Diversion's Victim Impact Panel, \$958 for Shoplifting Education Classes and supplies, \$3,840 for the Young Men's Work Class facilitator and \$246 for supplies, \$1,680 for the Class Action Education Classes, \$300 for educational supplies for Diversion classes, \$1,417 for Bereavement Group supplies, and \$235 for supplies for the Young Women's Lives Class. \$754 will pay to send two staff of Diversion to the NJJA Conference.

The County is required to provide \$45,236 in local match funds; this will be met with current contracts for secured juvenile detention. The grant period is from July 1, 2011-June 30, 2012.

The project period is July 1, 2011 through June 30, 2012.

Please do not hesitate to contact me if you have comments or questions.

July 15, 2011

Lisa A. Haire
593-1565

cc: Dick Shea
Jean Brazda
Jennifer Ozturk
Michelle Siders
Mark Wayne
Brian Hanson
Scott Bovick
Deb Houghtaling