

BOARD OF COUNTY COMMISSIONERS
SARPY COUNTY, NEBRASKA

RESOLUTION AUTHORIZING THE CHAIRMAN TO SIGN THE AWARD AND SPECIAL CONDITIONS FOR
THE JUSTICE ASSISTANCE GRANT (JAG) OFFERED THROUGH THE NEBRASKA CRIME COMMISSION
FOR A MENTAL HEALTH CASE MANAGEMENT PROGRAM

WHEREAS, pursuant to Neb. Rev. Stat. §23-104(6) (Reissue 2012), 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 2012), the powers of the County as a body are exercised by the County Board; and,

WHEREAS, a Justice Assistance Grant (JAG) was available through the Nebraska Crime Commission; and,

WHEREAS, Sarpy County requested funding to begin a Mental Health Intensive Case Management Program; and,

WHEREAS, Sarpy County's grant application has been approved for funding; and,

WHEREAS, the Nebraska Crime Commission requires the grant award and special conditions be signed; and,

WHEREAS, Sarpy County is committed to and supports a Mental Health Intensive Case Management Program; and;

NOW, THEREFORE, BE IT RESOLVED, By the Sarpy County Board of Commissioners that the Sarpy County Chairman is hereby authorized to sign the award and special conditions for the Justice Assistance Grant to begin a Mental Health Intensive Case Management Program.

The above Resolution was approved by a vote of the Sarpy County Board of Commissioners at a public meeting duly held in accordance with applicable law on the 3rd day of December 2013.

ATTEST:



[Handwritten Signature]
Sarpy County Clerk

[Handwritten Signature]
Sarpy County Board Chairman

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

**Federal Grant
Award**

Subgrantee: Sarpy County 13-DA-306	Federal Grant Number: 2013-DJ-BX-0021 Department: Department of Justice Federal Program FY2013 Edward Byrne Memorial Justice Assistance Grant	Date of Award 10/18/2013	CFDA # 16.738
Project Title: Sarpy County Mental Health Intensive Case Management Program		Grant Amount Federal \$ 80,000 Match \$ 12,812 Total \$ 92,812	

Approved Budget for Project

CATEGORY	FEDERAL SHARE	MATCH SHARE	TOTAL PROJECT COST
Personnel	\$51,309	\$12,812	\$64,121
Consultants/Contracts	\$12,000		\$12,000
Travel	\$4,322		\$4,322
Supplies/Operating/Expenses	\$4,869		\$4,869
Equipment	\$2,500		\$2,500
Other	\$5,000		\$5,000
Total Amount	\$80,000	\$12,812	\$92,812
% Contribution	86%	14%	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 special conditions enclosed with this award as indicated below.

The grant period will be from 10/01/2013 to 09/30/2014 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.

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.



Signature of Executive Director or Representative

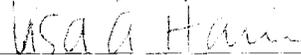
Michael E. Behm, Executive Director

Typed Name and Title

11-15-13
Date



This award is subject to special conditions (enclosed).



Signature of Project Director

Lisa A. Haire/Grant Coord.

Typed Name and Title

11/27/13
Date

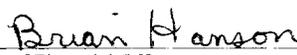


Signature of Authorized Official
(Mayor, County Board Chairman, Chair of non-profit Board etc.)

Jim Warren/Chairman

Typed Name and Title

12/3/13
Date



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

Brian Hanson/Fiscal Admin

Typed Name and Title

11-27-13
Date

Nebraska
 Commission on
 Law Enforcement and
 Criminal Justice

Sub-grant-Special Conditions JAG Justice Assistance Grant

Form GA-3
 Rev. 10/13

Distribution:

*Original to Commission
 One copy to Subgrantee*

Sub-grantee: Sarpy County	Sub-grant Number: 13-DA-306
CFDA 16.738 Department of Justice FY 2013 Edward Byrne Memorial Justice Assistance Grant 2013-DJ-BX-0021	Sub-grant Title: Sarpy County Mental Health Intensive Case Management Program

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

1. 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 is required to be submitted to the Crime Commission, if they are not part of the audit.

Authorized representatives of the Crime Commission and the federal agencies associated with the federal funding source shall have access to and the right to examine all records, books, papers or documents related to this grant for the purpose 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. Acceptance of Grant Award and Special Conditions
 - a. **Grant Award** must be accepted; signed by the sub-recipient'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.
 - b. **Special Conditions** must be accepted, signed by the sub-recipient'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 subrecipient.

- c. Subrecipient agrees to comply with applicable requirements regarding registration with the System for Award Management (SAM) (or with a successor government-wide system officially designated by OMB and OJP). The subrecipient must maintain a Data Universal Numbering System (DUNS) number.
- d. Sub-recipients receiving payments from the Crime Commission are required to receive payments via the Automated Clearing House (ACH) payment. New sub-recipients must complete paperwork to sign up for ACH payment and can find the form at <http://www.hhs.state.ne.us/forms/EFT.pdf>. This must be completed before funds can be received.

3. Accounting Procedures:

- a. Subrecipient 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.
- b. Any award with matching funds, both cash or in-kind, must document match in the agency's accounting system. Match 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.
- c. A private non-profit agency awarded funds shall have two (2) members of the Board of Directors 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.
- d. If at any time an impropriety is found in the accounting or use of any funds received by the subrecipient, the Crime Commission must be notified immediately and informed about how the agency will address the problem.
- e. Sub-recipients 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 subrecipient 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/>.
- f. Office of Justice Program Financial Guidelines and Federal and/or State guidelines must be followed for the purchase of equipment and or services and for the property management or disposal of equipment purchased with Federal funds. Property records for equipment purchased must be maintained which include a description, serial number, source, title holder, acquisition date, cost, percentage of federal dollars funded, location, and use and condition of the equipment. Sub-recipients must adhere to written procurement procedures. If the agency does not have these they should defer to the State's procurement guidelines located at <http://www.das.nebraska.gov/accounting>.

4. Reporting Requirements:

- a. **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.
- b. **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.
- c. **Regardless of the start date of the grant project**, quarterly reports are due for normal quarters as listed:
 - Jan. – March
 - April – June
 - July – Sept.

Oct. – Dec.

- d. When the 15th falls on a holiday, Saturday or Sunday all reports are due the prior working day.

5. Use of Federal Grant Funds

- a. 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.
- b. No State/Federal grant funds shall be used for costs existing prior to or after the grant period.
- c. 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.
- d. Federal and matching funds are to be used for the purpose stated in the approved grant application. Any changes must be approved by the Crime Commission prior to the change taking place.
- e. Federal funds cannot be used for lobbying. If matching funds are used for lobbying, a disclosure report shall be submitted to the Crime Commission.
- f. No other Federal funds shall be used to meet the match requirement.
- g. No Federal funds will be used for land acquisition.
- h. No Federal funds are to be used for entertainment, fines and penalties, Visa fees, Passport charges, bar charges/Alcoholic beverages, or membership fees.
- i. Crime Commission funding cannot be placed in interest bearing accounts by private non-profit agencies.
- j. Subrecipient 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 no food and/or beverages at such events, and costs of attendance. Information on pertinent laws, regulations, policies and guidance is available at <http://www.ovw.usdoj.gov/grantees.html>.

6. Nondiscrimination/Civil Rights

- a. Subrecipient agrees to obtain advance written approval from the Crime Commission before: 1) using award funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyright work, or portion thereof, into a new work developed under this award.
- b. Subrecipient 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.
- c. Subrecipient agrees to notify employees and clients, customers, and program participants of prohibited discrimination and the procedures for filing a complaint of discrimination. The subrecipient agrees to have a procedure in place for responding to discrimination complaints that employees and clients, customers, and program participants file directly with the subrecipient.
- d. Subrecipient understands and agrees that award funds may not be used to discriminate against or denigrate the religious or more beliefs of students who participate in programs for which financial assistance is provided from those funds, or of the parent or legal guardians of such students.
- e. 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 is to 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.

- f. Sub-recipients, whose projects, personnel or sub-awards 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.
 - g. Subrecipient acknowledges that failure to submit an acceptable EEO (if subrecipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the subrecipient is in compliance.
 - h. Subrecipient 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, see <http://www.lep.gov>.
7. Subrecipient agrees to attend Grant Management Training sponsored by the Crime Commission, as indicated by the grant program.
 8. Subrecipient agrees to comply with any additional requirements that may be imposed as a result of grant performance and that the misuse of award funds may result in a range of penalties, including suspension of current and future funds, recoupment of money provided under an award, and civil and/or criminal penalties.
 9. Subrecipient agrees that any publication (written, visual, or audio) funded in whole or in part with federal or state funds shall contain the following statement: "This project was supported by sub-grant No. ____ awarded by the Nebraska Crime Commission and points of view or opinions contained in this document are those of the author and do not necessarily represent the official position or policies of the Commission or the ____ (identify source of federal funds)." 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 sub-recipients 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. Subrecipient understand and agrees that – (a) No award funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading and exchanging of pornography, and (b) Nothing in subsection (a) limits the use of funds necessary for any Federal, State, tribal or local law enforcement agency or any other entity carrying out criminal investigations, prosecution or adjudication activities
 11. If at any time during the grant period the subrecipient is barred from doing business with the Federal Government, the Crime Commission shall be notified by the subgrantee in writing.
 12. All agencies who are participants in the awarded project shall establish and maintain a drug free work-place policy
 13. Subrecipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or agreement to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of the Nebraska Crime Commission.
 14. Sub-recipients funded for \$25,000 or more and, in certain circumstances, agree to comply with applicable requirements to report the names and total compensation of the five most highly compensated executives of the subrecipient. Such data will be submitted to the Federal Funding Accountability and Transparency Act of 2006 (FFATA), Sub-award Reporting System (FSRS). The details of the Crime Commission obligations, which derive from the FFATA, are posted on the Office of Justice Programs web site at <http://www.ojp.gov/funding/ffata.htm> (Award Condition: Reporting Sub-awards and Executive Compensation), and are incorporated by reference here.

15. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the subrecipient 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 grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
16. Subrecipient agrees to comply with the applicable requirements of 28 CFR 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 participations in such activities by individuals receiving services from the grantee or a subgrantee must be voluntary.
17. Subrecipient must promptly refer to the DOJ OIG any credible evidence that a principal, employee, agent, contractor, subgrantee, 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. Potential fraud, waste, abuse or misconduct should be reported. In addition, the subrecipient must notify the Crime Commission. For more information on how to submit a claim go to www.usdoj.gov/org.
18. Subrecipient agrees that all income generated as a direct result of this award shall be deemed program income. All program income earned must be accounted for and used for the purposes of funds provided under this award, including such use being consistent with the conditions of the award, the effective edition of the OJP Financial Guide and, as applicable, either (1) 28 C.F.R. Part 66 or (2) 28 C.F.R. Part 70 and 2 C.F.R. Part 215 (OMB Circular A-110).
19. All contracts that are written must go through a procurement process. State agencies must follow the procurement process that is governed by DAS: <http://das.nebraska.gov/materiel/purchasing/infogovt.htm>. Counties must follow the Nebraska state statute: <http://www.nebraskalegislature.gov/laws/statutes.php?statute=23-3108&print=true>. For all other agencies (non-profit, cities, etc.) must follow their written procurement process and if a procurement process is not in place, then the entity must use the State's Procurement Process.

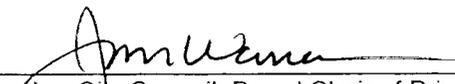
JAG Specific

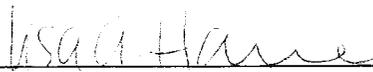
- The subgrantee understand and agrees that it cannot use federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government.
- The subgrantee agrees to comply with the National Environmental Policy and Act (NEPA) and other related federal environmental impact analysis requirements in the use of grant funds. The activities covered under these conditions would be new construction; renovations or remodeling, implementation of a new program that involves use of chemicals that are not traditionally used.
- The subgrantee must comply with the provisions of the NEPA relating to clandestine methamphetamine laboratory operations. No funds from this award or match funds may be obligated to support meth lab operations.
- The subgrantee agrees to comply with all reporting, data collection and evaluation requirements as prescribed by the Nebraska Crime Commission. Please be advised due to changes in federal programs, different performance measures or reporting methods, not limited to submission procedures, may be required at any time during the project period. All subgrantees must take the required steps to address all reporting changes.
- All subgrantees agree that any information technology system funded or supported by funds will comply with C.F.R., Part 23, and Criminal Intelligence Systems Operating Policies
- All subgrantees must ensure the State Information Technology Point of Contact receives written notification regarding any information technology project funded by federal or match funds. The subgrantee must maintain an administrative file documenting meeting of this requirement. For a list of State Information

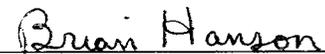
Technology Points of Contact go to <http://www.ojp.usdoj.gov/ec/state/htm>.

- The subgrantee must support public safety and justice information sharing and are required to use the National Information Exchange Model (NIEM) specifications and guidelines. For more information on compliance go to <http://www.niem.gov/implementationguide.php>.
- The subgrantee agrees that federal and match funds cannot be used directly or indirectly for security enhancements or equipment for nongovernmental entities not engaged in criminal justice or public safety. Funds cannot be used for: vehicles; vessels; aircraft; luxury items; real estate; construction projects or any similar matters.
- All subgrantees agree within the first 60 days of award any law enforcement task force funded with these funds or match funded positions (ex: taskforce commander, agency executive, task force officers and other task force members of equivalent rank) will complete the required online (internet-based) taskforce training provided through BJA's Center for Task Force Integrity and Leadership. To log onto the training you will need to go www.ctfli.org. A copy of the certifications of completion will need to be provided to the Nebraska Crime Commission and the original will need to be kept with grant records.

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

Signature of Authorized Official  Date 12-3-13
(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 Project Director  Date 11-26-13

Signature of Fiscal Officer  Date 11-27-13