

# Board of County Commissioners

## Agenda Request

**Date of Meeting:** December 20, 2016

**Date Submitted:** December 6, 2016

**To:** Honorable Chairperson and Members of the Board

**From:** Robert M. Presnell, County Administrator  
Morris A. Young, Sheriff  
Sgt. Brian Alexander, Narcotics Task Force Commander

**Subject:** Edward Byrne Memorial Justice Assistance Grant (JAGD17)  
Subgrant

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### **Statement of Issue:**

This agenda item seeks approval for the Edward Byrne Memorial Justice Assistance Grant Subgrant in the amount of \$3,660.00 for the project entitled, Gadsden County Sheriff's Office JAGD17. This sub award is approved under Florida's State Justice Assistance Grant award 2015-MU-BA-1066 from the Department of Justice.

### **Background:**

The Edward J. Byrne Memorial Justice Assistance Grant is fiscally responsible for the operation of the Gadsden County Wide Narcotics Task Force. The Gadsden County Wide Narcotic Task Force is led by the Gadsden County Sheriff and comprised of individuals from every law enforcement agency within Gadsden County. Sgt. Brian Alexander is the Narcotics Task Force Commander and Grant Manager. The funds received from this grant will be used as confidential funds in narcotics investigations to purchase illegal narcotics and information on illegal narcotic traffickers.

### **Options:**

1. Approve the Edward Byrne Memorial Justice Assistance Grant Subgrant entitled Gadsden County Sheriff's Office JAGD17 and authorize the Chairperson to sign all related documents to the grant.
2. Do not approve.
3. Board direction.

### **County Administrator's Recommendation:**

Option 1

**Attachments:**

1. FDLE – November 21, 2016 Letter
2. Application of Funding Assistance



Florida Department of  
Law Enforcement

Richard L. Swearingen  
*Commissioner*

**Business Support  
Office of Criminal Justice Grants**  
Post Office Box 1489  
Tallahassee, FL 32302-1489  
(850) 617-1250  
www.fdle.state.fl.us

Rick Scott, *Governor*  
Pam Bondi, *Attorney General*  
Jeff Atwater, *Chief Financial Officer*  
Adam Putnam, *Commissioner of Agriculture*

November 21, 2016

**RECEIVED**

NOV 30 2016

**COUNTY ADMINISTRATOR'S  
OFFICE**

Honorable Brenda Holt  
Chairperson  
Gadsden County Board of Commissioners  
Post Office Box 1799  
Quincy, FL 32353

Re: Federal Fiscal Year (FFY) 2016 Edward Byrne Memorial Justice Assistance Grant (JAG)  
Program – Florida JAG Direct

Dear Chairperson Holt:

The Florida Department of Law Enforcement (FDLE) has received an award from the United States Department of Justice (USDOJ) for FFY 2016 JAG funds. These grant funds are distributed to units of local government based on local population and crime statistics reported to FDLE. The intent and purpose of the JAG program is to improve the criminal justice system, reduce crime and improve public safety; and projects may be funded under any one of the JAG purpose areas.

FDLE has allocated \$3,660 from this award for use by your agency, in accordance with the Florida JAG Direct distribution provision of Chapter 11D-9, Florida Administrative Code. Submissions that do not comply with the attached instructions or do not include all required information will be returned for revision or will have a special condition withholding funds placed on the grant at the time of award.

Recipients must apply online using FDLE's grant management system, Subgrant Information Management ON-line (SIMON). The Announcement Code for this application is **JAGD1617**, and is required to access the application in SIMON. The deadline to apply is **Friday, December 23, 2016** after which time the announcement code will be deactivated. In addition to the electronic submission, recipients must print the completed application with accompanying certifications and submit two hard copies with original signatures by **Friday, December 30, 2016** to the attention of the JAG Unit at FDLE's Office of Criminal Justice Grants, 2331 Phillips Road, Tallahassee, FL 32309.

Our office is available Monday through Friday, 8:00a.m.– 5:00p.m. EDT at (850) 617-1250 to assist with any questions. For issues relating to SIMON, please contact Government Analyst Tim Colletti at (850) 617-1258. For questions regarding your proposal or the JAG program, please contact Planning Manager Randall Smyth or me at (850) 617-1250.

Sincerely,

Petrina Tuttle Herring  
Bureau Chief

PTH/rs

cc: Local Law Enforcement Agency

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - Direct

## Section 1: Administration

### Subgrant Recipient

**Organization Name:** Gadsden County Board of Commissioners

**County:** Gadsden

### Chief Official

**Name:** Brenda Holt

**Title:** Chairperson

**Address:** Post Office Box 1799

**City:** Quincy

**State:** FL **Zip:** 32353-1799

**Phone:** 850-875-8650 **Ext:**

**Fax:** 850-627-4666

**Email:** bholt@gadsdencountyfl.gov

### Chief Financial Officer

**Name:** Connie McLendon

**Title:** Finance Director

**Address:** Post Office Box 1649

**City:** Quincy

**State:** FL **Zip:** 32353-1649

**Phone:** 850-875-8623 **Ext:** 257

**Fax:** 850-875-8612

**Email:** conniem@gadsdenclerk.com

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - Direct

## Section 1: Administration

### Implementing Agency

**Organization Name:** Gadsden County Sheriff's Office

**County:** Gadsden

### Chief Official

**Name:** Morris Young

**Title:** Sheriff

**Address:** Post Office Box 1709

**City:** Quincy

**State:** FL **Zip:** 32353-1709

**Phone:** 850-627-9233 **Ext:**

**Fax:** 850-627-4666

**Email:** mayoung@tds.net

### Project Director

**Name:** Brian Alexander

**Title:** Narcotics Commander

**Address:** Post Office Box 1709

**City:** Quincy

**State:** FL **Zip:** 32353-1709

**Phone:** 850-875-8864 **Ext:**

**Fax:** 850-875-8881

**Email:** brianalexander@tds.net

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - Direct

## Section 2: Project Overview

### General Project Information

**Project Title:** GADSDEN COUNTY SHERIFF'S OFFICE JAGD17  
**Subgrant Recipient:** Gadsden County Board of Commissioners  
**Implementing Agency:** Gadsden County Sheriff's Office  
**Project Start Date:** 2/1/2017      **End Date:** 6/30/2017

### Problem Identification

Gadsden County is a high drug traffic area, as such, the Gadsden County Area Wide Drug Task force was established in an effort to address the illegal narcotics activity. In its current state, the Task Force has limited resources to combat the problem of drug trafficking. Therefore, grant funds, if awarded, would prove vital in addressing the illegal narcotics activity. Specifically, the task force is requesting to use the grant funds as drug buy money to obtain information on drug activity throughout the county. The funds would be used during drug task force operations during this reporting period.

### Project Summary (Scope of Work)

Grant funds will be used to pay documented confidential sources for both information and participation in narcotics operations. Grant funds will be used in the following narcotics operations: Buy walk narcotics operations, buy bust narcotics operations and street level narcotics operations . Further the funds will be used as flash rolls which is highly productive in successful narcotics operations. The aforementioned operations are highly effective and will be carried out by undercover sworn law enforcement officers.

A comprehensive operation plan will be submitted for approval by supervisors whenever Grant funds will be used in narcotics operations. The operations and funds used per the grant will also be documented and reported quarterly in order to ensure accuracy and accountability. All cases developed from the use of grant funds will be reported quarterly. Any asset seizures or forfeitures developed from cases where grant funds are used will be reported quarterly. Grant funds used as drug buy money will be vital for the successful and continued operation of the Gadsden County Area Wide Task Force.

Confidential Funds will be used to pay Confidential Informants (CI) for information providing task force members with intelligence useful in conducting successful investigations. This information enables members to more effectively identify and prosecute the perpetrators. These

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - Direct

types

operations have also provided links to higher-level traffickers and dealers. Files on all confidential informants will be kept and will be available for review at the time of monitoring. Confidential Informant funds will be tracked with a transaction receipt that indicates the type of expenditure to include drug purchases. Each informant has a specific CI number used to track each individual transaction. These transactions include the use of receipts requiring the CI to provide a signature to validate each expenditure.

# Application for Funding Assistance

Florida Department of Law Enforcement

Justice Assistance Grant - Direct

## Section 2: Project Overview

### Section Questions:

Question: What percentage of the total cost of this project is being funded by sources other than this award?

Answer: 0

Question: What is the name of the jurisdiction your agency serves? (i.e., your city or your county)

Answer: Gadsden County

Question: What is the combined population of the jurisdiction(s) your agency serves, according to the 2010 census?

Answer: 46389

Question: What is the physical address of the location being used to provide services for this project? If services are being provided at more than one location, list all of them.

Answer: 339 East Jefferson Street, Quincy, FL 32351

Question: Describe your agency (e.g., municipal government, school board, sheriff's office).

Answer: Sheriff's Office

Question: Have you verified that the subgrantee has an active and current registration in SAM.gov? (If no, funds will not be available for drawdown.)

Answer: Yes

Question: What is the Operating Capital Outlay threshold used by the subgrantee? (Verify this with your finance director.) If the implementing agency is a sheriff's office, indicate the sheriff's office's threshold instead.

Answer: \$1000

Question: Does the subgrantee receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?

Answer: No

Question: Does the implementing agency receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?

Answer: No

Question: In your organization's preceding completed fiscal year, did your organization (the subgrantee) receive at least (a) 80 percent or (b) \$25,000,000 of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

Answer: No

Question: If you answered yes above, does the public have access to information about the compensation of the executives in your organization (the subgrantee) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? If answer to Part 1, above, was "no," answer N/A.

Answer: N/A

# Application for Funding Assistance

Florida Department of Law Enforcement  
Justice Assistance Grant - Direct

# Application for Funding Assistance

Florida Department of Law Enforcement  
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## Section 3: Performance

### General Performance Info:

**Performance Reporting Frequency:** Quarterly

**Federal Purpose Area:** 01 - Law Enforcement (Includes Task Forces)

**State Purpose Area:** 1G - General Questions (Required)

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### Objectives and Measures

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**Objective:** General Questions - Required questions for all recipients.

**Measure:** General 01

Will your organization be using the crimesolutions.gov website during the grant period regardless of JAG funding? Crimesolutions.gov provides information on several crime reduction and prevention programs and practices.

**Goal:** Yes

**Measure:** General 02

Will your organization be using the National Training and Technical Assistance Center (NTTAC) during the grant period, regardless of JAG funding? The NTTAC serves as BJA's training and technical assistance center. You can find resources, tools, webinars, and TTA support on a variety of criminal justice issues and initiatives.

**Goal:** Yes

**Measure:** General 03

Will your organization be using the NCJP.org website during the grant period, regardless of JAG funding? NCJP.org contains resources to support strategic planning, program development, and implementation of evidence-based policy and practice.

**Goal:** Yes

**Measure:** General 04

Will your organization be using the Evidence-Based Policing Matrix during the grant period regardless of JAG funding? The Evidence-Based Policing Matrix provides information on evidence-based practices for law enforcement.

**Goal:** Yes

**Measure:** General 05

Will your organization be using the What Works in Reentry Clearinghouse during the grant period regardless of JAG funding? The clearinghouse provides research on the effectiveness of reentry programs and practices.

**Goal:** Yes

**Measure:** General 06

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## Section 3: Performance

Will your organization be using Research to Practice during the grant period regardless of JAG funding? Research to Practice promotes the dissemination of research on drug courts to practitioners and policymakers.

Goal: No

Measure: General 07

Will your organization be using any other resources during the grant period regardless of JAG funding? If yes, please describe them.

Goal: No

Measure: General 08

During the grant period, will your agency conduct or sponsor (with or without JAG funds) a survey or focus group of citizens on any of the following topics? Enter all that apply from the following list: Public satisfaction with police services; public satisfaction with prosecution services; public satisfaction with public defender/indigent defense services; public satisfaction with courts; public perceptions of crime/disorder problems; personal crime experiences of citizens; none of the above; unsure/don't know.

Goal: No

Measure: General 09

During the grant period, which of the following community activities will your organization be involved in, with or without JAG funds and how often will they each occur (yearly, monthly, etc.)? Choose from the following list: Hosting community meetings; attending community meetings; distributing a newsletter, e-mail, or other bulletin; attending community events; conducting social media activities; conducting outreach to minority populations; other (please describe)

Goal: The Gadsden County Area Wide Narcotic Task Force will host and attend community meetings throughout Gadsden County quarterly during this grant reporting period.

Measure: General 10

Law Enforcement Agencies ONLY: In which of the following ways has your agency fostered community involvement in the last year? Enter all that apply from the following list: Citizen Review Board or other review board with citizen representation, Citizen's Police Academy, Internships for university or high school students, Volunteer Program, Auxiliary police officer program, Police Cadet Program, k-12 school programs, Youth Athletic Programs, Other (please Describe), None of the above, Unsure/Don't know.

Goal: Volunteer Programs - Citizen on Patrol program (C.O.P.'s) and Auxiliary program

Measure: General 11

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Florida Department of Law Enforcement  
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## Section 3: Performance

Identify the goal(s) you hope to achieve with your funding. If you have multiple goals, describe each goal separately.

Goal: Our goal is to infiltrate local drug traffickers by using these funds as drug buy money. Funds will be used in several narcotics operations from narcotic buy walks, narcotics buy bust and to pay documented confidential sources for drug information during this reporting period.

Measure: General 12

Are the subrecipient and implementing agency aware that they will be required to report on the status of the identified goals during each reporting period?

Goal: Yes

Measure: General 13

Describe any barriers you may encounter which may prevent you from achieving your identified goal(s).

Goal: A lack of monetary resources to combat the illegal drug activity in the county.

Measure: General 14

Are you aware that the Office of Criminal Justice Grants encourages recipients to report on any noteworthy accomplishments, success stories, or program results that they would like to showcase?

Goal: Yes

# Application for Funding Assistance

Florida Department of Law Enforcement  
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## Section 4: Financial

### General Financial Info:

**Note: All financial remittances will be sent to the Chief Financial Officer of the Subgrantee Organization.**

Financial Reporting Frequency for this Subgrant: Quarterly

Is the subgrantee a state agency?: No

FLAIR / Vendor Number: 596000616

### Budget:

Budget Category	Federal	Match	Total
Salaries and Benefits	\$0.00	\$0.00	\$0.00
Contractual Services	\$0.00	\$0.00	\$0.00
Expenses	\$3,660.00	\$0.00	\$3,660.00
Operating Capital Outlay	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
<b>-- Totals --</b>	<b>\$3,660.00</b>	<b>\$0.00</b>	<b>\$3,660.00</b>
<b>Percentage</b>	<b>100.0</b>	<b>0.0</b>	<b>100.0</b>

### Project Generated Income:

Will the project earn project generated income (PGI) ? Yes

PGI Reporting Frequency : Quarterly

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## Section 4: Financial (cont.)

### Budget Narrative:

Operating Expenses

Buy Money For Drug Taskforce \$3,660.00

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## Section 4: Financial

### Section Questions:

Question: If the budget contains salaries and benefits, will this project result in a net personnel increase, or continue to fund a prior federally grant funded net personnel increase? (Documentation will be required.)

Answer: N/A

Question: If fringe benefits are included, are they detailed in the budget narrative?

Answer: N/A

Question: If indirect cost is included, explain the indirect cost plan. Provide documentation of approval.

Answer: N/A

Question: If contractual services in the budget are based on unit costs, provide a definition and breakdown of cost for each service. Include the methodology for the unit cost plan and when it was approved.

Answer: N/A

Question: If Expenses or Operating Capital Outlay are included in your budget, what will be the method of procurement for those items? (e.g., competitive bid, sole source, state term contract)

Answer: N/A

# Application for Funding Assistance

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## Section 5: Standard Conditions

Insert Standard Conditions Page here.

# Application for Funding Assistance

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## Section 6: Signatures

In witness whereof, the parties affirm they each have read and agree to the conditions set forth in this agreement, have read and understand the agreement in its entirety and have executed this agreement by their duty authorized officers on the date, month and year set out below.

**Corrections on this page, including Strikeovers,  
whiteout, etc. are not acceptable.**

**State of Florida  
Department of Law Enforcement  
Office of Criminal Justice Grants**

Signature: \_\_\_\_\_

Typed Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Subgrant Recipient  
Authorizing Official of Governmental Unit  
(Commission Chairman, Mayor, or Designated Representative)**

Typed Name of Subgrant Recipient: \_\_\_\_\_

Signature: \_\_\_\_\_

Typed Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Implementing Agency  
Official, Administrator or Designated Representative**

Typed Name of Implementing Agency: \_\_\_\_\_

Signature: \_\_\_\_\_

Typed Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

# Application for Funding Assistance

Florida Department of Law Enforcement  
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## Section 7: Certifications and Authorizations

**Insert Certifications and Authorizations here.**