

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: November 19, 2024 [X] Consent [] Regular
[] Ordinance [] Public Hearing

Department: Criminal Justice Commission
Submitted For: Criminal Justice Commission

EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

- A) ratify the Mayor’s signature on the following documents:
 1. Certificate of Participation for an annual Florida Department of Law Enforcement (FDLE) Edward Byrne Memorial Justice Assistance Formula Grant (JAG);
 2. 51% letter required to establish consensus among local governments in the County concerning the expenditure of JAG funds allocated to the jurisdiction;
 3. Two (2) grant applications submitted in September 2024 to FDLE for the Federal Fiscal Year 2023 (County Fiscal Year 2024) FDLE JAG Program in the total amount of \$348,087 beginning October 1, 2022 through September 30, 2026 as provided:
 - Palm Beach County Reentry Program (City of Riviera Beach) for \$240,228; and
 - Equipment for law enforcement for \$107,859; and
- B) authorize the County Administrator or designee to execute the grant award, agreement, amendments, documents, and electronic grant reporting forms, related to the FDLE JAG Grant, on behalf of the Board of County Commissioners (BCC), after approval of legal sufficiency by the County Attorney’s Office, and within budget allocations that do not substantially change the scope of work, terms or conditions of the documents.

Summary: On June 11, 2024, the Criminal Justice Commission (CJC) learned that Palm Beach County was allocated \$348,087 (CFDA# 16.738) in Edward Byrne Memorial JAG funds as part of the FDLE JAG Countywide program (FDLE funding is consistently allocated after the County executes subrecipient contracts). The CJC approved allocating these funds to the existing Palm Beach County Reentry Program in the amount of \$240,228, and the remaining balance of \$107,859 to purchase equipment for law enforcement agencies throughout Palm Beach County to address their safety concerns and enhance the work of law enforcement in collaboration. The emergency signature process was utilized because there was not sufficient time to submit the forms through the regular agenda item process to meet the June 28, 2024 deadline. The Countywide Reentry Program provides transitional services for adults and juveniles released from jail and prison to Palm Beach County. In County FY 2024, approximately 714 adults have been served by the Countywide Reentry Program. Of these, 377 individuals were served pre-release at our local state prison, Sago Palm, where 75 individuals received Peer Support Groups, 25 received Inside Out Dad’s parenting classes, and 48 received Moral Reconciliation Therapy classes (cognitive behavior intervention). Of those served post-release, 78% who reported a need for housing were able to obtain some form of housing assistance, transitional housing, rental assistance, etc. **No County match is required. Countywide** (HH)

Background and Justification: The FDLE JAG Program is the primary provider of federal criminal justice funding to state and local jurisdictions. It provides states and units of local government with the critical funding necessary to support a broad range of program areas. JAG awards are based on a statutory formula with factors including population and violent crime. Reentry is one of JAG’s priority areas.

Attachments:

- 1) Walkthrough Memo Dated 6/14/2024 with Certificate of Participation and 51% Letter
- 2) FDLE JAG Applications

Recommended by:  10/22/2024
Department Director Date

Approved by:  10/30/24
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact

Fiscal Years	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>
Personal Services					
Operating Expenses					
Capital Outlay					
Grants and Aids	\$348,087				
External Revenues	(348,087)				
Program Income (County)					
In-Kind Match (County)					
Net Fiscal Impact	\$0				
# ADDITIONAL FTE POSITIONS (Cumulative)					

Is Item Included In Current Budget? Yes X No
 Is this item using Federal Funds? Yes X No
 Is this item using State Funds? Yes No X


Budget Account Exp No: Fund 1507 Department 762 Unit 7734 Object 8101
 Rev No: Fund 1507 Department 762 Unit 7734 RevSc 3129

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

Fund: 1507 Criminal Justice Grant Fund
 Unit: 7734 JAG FDLE FY24
 Grant: FDLE Edward Byrne Memorial Justice Assistance Formula Grant

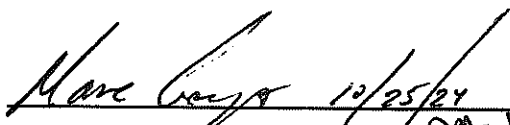
* These two grant were budgeted in FY24 as one grant for \$304,703 based on prior year FDLE funding. FDLE now requires separate applications to be submitted for each agency provider. A budget amendment will be submitted with the receive and file item to adjust to the final award amount and set-up new units for each award. For the City of Riviera Beach application, funds were spent in FY24. For the equipment for law enforcement, funds will be spent in FY25. Due to delays with FDLE, grants are awarded after the start of the grant period, applications were due 9/16/24 and award has not yet been received.

Departmental Fiscal Review: _____


 Digitally signed by Mariana Diaz
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 Date: 2024.10.07 10:24:39-04'00'

III. REVIEW COMMENTS

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


 OFMB
 10/25/24
 CA 10/25
 10/25


 Contract Administration
 10/25/24

B. Legal Sufficiency:


 Assistant County Attorney
 10-28-24

C. Other Department Review:


 Department Director

ATTACHMENT 1



**CRIMINAL JUSTICE COMMISSION
MEMORANDUM**

TO: The Honorable Maria L Sachs, Mayor
Board of County Commissioners

THRU: Verdenia C. Baker *VCB*
County Administrator

FROM: Todd Bonlarron *TB*
Assistant County Administrator

DATE: June 14, 2024

RE: Emergency Request to sign Annual Formula Grant Certificate of Participation due June 28, 2024 for the FDLE Justice Assistance Grant – Coordinating Unit of Government.

Pursuant to PPM# CW-F-003, your approval is requested for Palm Beach County to serve as the coordinating unit of government for the Florida Department of Law Enforcement's (FDLE) Edward Byrne Memorial Justice Grant (JAG) Program. The JAG Formula Grant Program is an annual allocation by the federal government to state and local jurisdictions. It provides states and units of local government with critical funding necessary to support a broad range of program areas. JAG awards are based on a statutory formula that takes into account population and violent crime levels.

The CJC received notification on June 11, 2024, of anticipated funding of \$348,087 for the Federal fiscal year 2023 (County fiscal year 2024), with no match required for this grant funding. FDLE requires the County to acknowledge acceptance as the coordinating unit of government for this grant by signing the attached Certificate of Participation by June 28, 2024.

This project will provide funding for two important initiatives: 1) \$240,228 for Reentry Program, which provides transitional services for adults and juveniles released from jail and prison to Palm Beach County, and 2) the remaining balance of \$107,859 will purchase equipment for the different law enforcement agencies throughout Palm Beach County to address their public safety concerns and enhance law enforcement collaboration.

Staff will submit the Certificate of Participation to ratify the Mayor's signature at the next available Board of County Commission meeting along with the grant application. This grant will operate from October 1, 2023, through September 30, 2025. If additional information is needed, please contact me at 561-355-4019

Approved:

[Signature] 06.17.24
OFME
[Signature]
Assistant County Administrator

Helene 
Hvizo
Senior Assistant County Attorney

CERTIFICATE OF PARTICIPATION

**Edward Byrne Memorial
Justice Assistance Grant (JAG) Program**

Mr. Cody Menacof
Office of Criminal Justice Grants
Florida Department of Law Enforcement
2331 Phillips Road
Tallahassee, Florida 32308

Dear Mr. Menacof:

This letter provides notification that the Palm Beach County Board of Commissioners Accepts Declines to serve as the coordinating unit of government for the Florida Department of Law Enforcement's Edward Byrne Memorial Justice Assistance Grant (JAG) Countywide Program.

I understand, for the purposes of the JAG Countywide Program, the county can only request and approve applications for eligible subrecipients. In order to meet eligibility requirements, the county, and each organization or agency identified through the 51% planning process (as provided by Florida Administrative Code, Chapter 11D-9.002), must be able to document compliance with the following requirements prior to receiving a subaward:

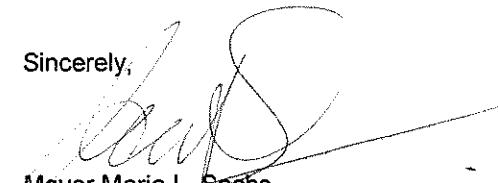
- 2 C.F.R. Part 25—*Universal Identifier and System for Award Management (SAM) Requirements*
- 8 U.S.C §1373 & 1644—*Communication Between Governments and the Immigration and Naturalization Service*
- 28 C.F.R. Part 42—*Nondiscrimination; Equal Employment Opportunity; Policies and Procedures*
- 2 C.F.R. §200.318-327—*Federal Procurement Standards*
- 2 C.F.R Part 200.300-309—*Standards for Financial and Program Management*

For purposes of coordinating the preparation of application(s) for grant funds with the Office of Criminal Justice Grants, the following individual is designated as County Coordinator for the county's **FY23 JAG Countywide** subawards:


Name: <u>Dawn Caveness-Davenport</u>	Agency: <u>Criminal Justice Commission</u>
Title: <u>Senior Criminal Justice Analyst</u>	Address: <u>301 N Olive Ave # 1001</u>
Email: <u>dcavenes@pbc.gov</u>	City: <u>West Palm Beach</u>
Phone: <u>561-355-3396</u>	Zip: <u>33401</u>

I acknowledge and understand the responsibility placed upon the county to ensure grant funds are used for improving criminal justice and subawards, as identified through the 51% process, are only approved to eligible subrecipients.

Sincerely,



Mayor Maria L. Sachs
Palm Beach County Board of Commissioners

Approved as to Form
And Legal Sufficiency:
Helene 
By: Hvizd
Assistant County Attorney



MARIA SACHS
Mayor
District 5

Palm Beach County
Board of County Commissioners



Governmental Center
301 North Olive Avenue, 12th Floor
West Palm Beach, FL 33401

Telephone: (561) 355-2205

msachs@pbcgov.org



South County
Administrative Complex
345 South Congress Avenue
Delray Beach, FL 33445

Telephone: (561) 276-1310

www.pbcgov.com

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Official Electronic Letterhead

July 16, 2024

Mr. Cody Menacof
Bureau Chief
Office of Criminal Justice Grants
Florida Department of Law Enforcement
PO Box 1489
Tallahassee, FL 32302-1489
C/O THE CRIMINAL JUSTICE COMMISSION

Dear Mr. Menacof:

In compliance with the State of Florida *Rule 11D-9, F.A.C.*, the Palm Beach County (unincorporated areas) approves the distribution of \$348,087 of Federal Fiscal Year 2023 (County Fiscal Year 2024) Edward Byrne Memorial Justice Assistance Grant (JAG) funds for the Countywide Reentry Program and Equipment for Law Enforcement Agencies Countywide as follows:

Subrecipient	Project Title	Amount
Palm Beach County	Countywide Reentry Program-City of Riviera Beach	\$240,228
Palm Beach County	Equipment for Law Enforcement Agencies Countywide	\$107,859
TOTAL		\$348,087

Sincerely,

Maria L Sachs, Mayor
Palm Beach County Board of County Commissioners

Approved as to Form
And Legal Sufficiency:

By: /s/Helene C. Hvizd
Senior Assistant County Attorney

Federal Fiscal Year 2023
Edward Byrne Memorial Justice Assistance Grant (JAG) Program
JAG-Countywide (JAGC) Solicitation

Revised July 18, 2024

The Florida Department of Law Enforcement (FDLE), Office of Criminal Justice Grants (OCJG) revised this subaward solicitation to revise the Application Timeline in Appendix A to reflect the correct deadline for the submission of 51% letters.

Please contact our office at (850) 617-1250, or criminaljustice@fdle.state.fl.us, if you have any questions.



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

Post Office Box 1489 Tallahassee, Florida 32302-1489 (850) 617-1250 criminaljustice@fdle.state.fl.us

**Federal Fiscal Year 2023
Edward Byrne Memorial Justice Assistance Grant (JAG) Program
JAG-Countywide (JAGC) Solicitation**

SUBMISSION DEADLINE: 11:59 PM EST on Monday, September 16, 2024

The Florida Department of Law Enforcement (FDLE), Office of Criminal Justice Grants (OCJG) is seeking applications for the state's Edward Byrne Memorial Justice Assistance Grant Countywide (JAGC) Program. This program focuses on helping state and local agencies improve the criminal justice system.

Eligibility

Eligible applicants are limited to units of local government. A unit of local government is defined as a city, county, town, township, borough, parish, village, or other general-purpose political subdivision of the state, including Native American Tribes who perform law enforcement functions as determined by the Secretary of the Interior.

The allocations by county for Florida's FY 2023 JAGC program can be found in Appendix C.

Contact Information

The Office of Criminal Justice Grants (OCJG) main line is (850) 617-1250. For questions regarding this solicitation, ask to speak with the [grant manager for your jurisdiction](#). For technical assistance with the AmpliFund system or for issues creating and submitting an application in AmpliFund, visit the [AmpliFund Support Site](#) or submit your question directly to AmpliFund Customer Success by emailing support@AmpliFund.zendesk.com.

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Program Description

The Florida Department of Law Enforcement (FDLE) received an award from the United States Department of Justice (USDOJ) for the Edward Byrne Memorial Justice Assistance Grant (JAG). FDLE will distribute \$7,534,272 in JAG-Countywide (JAGC) local share funds in accordance with the JAGC distribution provisions of [Chapter 11D-9, Florida Administrative Code](#). This Notice of Funding Opportunity seeks subrecipient applications for activities as they relate to criminal justice.

Please note this program solicitation contains information provided by the USDOJ regarding specific areas of national focus and the priorities to help maximize the effectiveness of Byrne/JAG funding. Applicants are strongly encouraged to consider these federal priorities when developing their applications.

Length of Award and Distribution of Funds

JAG-Countywide awards will be approved for a six (6) to eighteen (18) month project period between October 1, 2023 and September 30, 2025.

Grant funds are distributed on a cost reimbursement basis, with the ability to advance, for satisfactory performance of eligible activities. Payment requests can be submitted on a monthly or quarterly basis and should include total expenditures for the reporting period. Reimbursements will be processed in conjunction with the receipt and review of programmatic performance reports to determine successful completion of minimum performance deliverables as specified in the agreement.

Local Planning and Approval Process

For JAG-Countywide each county is allocated a portion of the state's federal award for use by local units of governments within the jurisdiction. FDLE determines each county's allocation through a funding algorithm based on population and crime statistics. The county is then required to complete a local planning process to determine how the allocation will be distributed.

Chapter 11D-9, Florida Administrative Code, requires the unit of government in each county to reach consensus concerning the expenditure of JAG funds allocated to the jurisdiction. Consensus includes agreeing upon the projects to be implemented and the agency or agencies responsible for implementation through the [51% process](#). Each county must document the consensus by submitting letters from at least 51% of the units of government in the county, representing a minimum of 51% of the county's population.

Coordination is vital to meeting this program requirement, and FDLE requests that the county board of commissioners serve as the coordinating unit for all local governments within the county. The Chairman of the Board of County Commissioners is requested to return a Certificate of Participation indicating the county's willingness to serve, and designating a primary point of contact (e.g. [County Coordinator](#)) for coordination efforts. In the event the county declines to serve in this capacity, FDLE will request the governing body of each municipality within the county, in descending order of population, serve as the coordinating unit of government.

Program Strategy and Purposes

JAG funds may be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice in any one or more of the following purpose areas:

1. Law enforcement programs;
2. Prosecution and court programs;
3. Prevention and education programs;
4. Corrections and community corrections programs;
5. Drug treatment and enforcement programs;

6. Planning, evaluation, and technology improvement programs;
7. Crime victim and witness programs (other than compensation);
8. Mental health programs and related law enforcement and corrections programs, including behavioral programs and crisis intervention teams; and
9. Implementation of state crisis intervention court proceedings and related programs or initiatives, including but not limited to: mental health courts; drug courts; veteran courts; and extreme risk protection order programs.

Additionally, JAG funds awarded under this solicitation may be used for purposes identified in BJA's [allowable programs reference guide](#).

Federal Priority Areas for Funding

BJA issues funding priorities in conjunction with JAG program guidance to ensure recipients and subrecipients are aware of areas of national focus and priority, and maximize the effective use of JAG funds. As a result, Florida passes-through these priority areas to subgrantees in the JAG-Countywide solicitation. The federal JAG funding priorities for FY23 awards and subawards are as follows:

Advancing Justice System Reform Efforts

The justice system serves an important role in protecting communities and seeking justice for victims. For the justice system to serve that role effectively, it must be fair, open, and equitable; utilize evidence-based approaches; and promote restorative practices and rehabilitation. For far too long, however, the justice system has not lived up to its promise. Racial bias and injustice and overly harsh sentences have swelled correctional populations which not only exacerbates distrust in the justice system, but also destabilizes the wellbeing of communities. To build strong, safe, and healthy communities, it is critical to address the underlying, entrenched issues of inequity and disparity in the criminal justice system so that all persons receive equal treatment under the law. Jurisdictions must carefully review the ways in which the structures and incentives within their own systems are driving correctional populations and racial disparities and realign operations and target resources toward community solutions.

Consistent with President Biden's [Executive Order 14074](#), Advancing Effective, Accountable Policing and Criminal Justice Practices To Enhance Public Trust and Public Safety, and the [Safer America Plan](#), DOJ is committed to advancing bold, effective justice reform solutions that deliver safety, equity, and justice for all. Justice system reform includes, but is not limited to, a wide range of investments in community safety and justice such as accountability of law enforcement to build community trust, alternatives to incarceration, community supervision reforms, support for mental health and substance use treatment services, community-driven programs and partnerships, and enhancing pretrial processes. Efforts to continue to address the backlog of court cases created during the pandemic would fall in this category. BJA encourages JAG recipients to utilize funding for projects that promote all aspects of justice system reform.

Advancing Racial Equity and Support for Underserved Communities

Consistent with the [Presidential Memorandum on Restoring the Department of Justice's Access-to-Justice Function and Reinvigorating the White House Legal Aid Interagency Roundtable](#) and [Executive Order 13985](#), Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, DOJ is committed to ensuring equal access to justice and identifying and reducing disparities that exist throughout the criminal and civil legal systems, and to remove barriers to ensure equal opportunity for people of color and for communities that have been historically underserved, marginalized, and adversely affected by inequality. This commitment is evidenced by the April 14, 2022, [Equity Action Plan](#) designed to increase equity, opportunity, and resources for the most vulnerable communities.

BJA encourages JAG recipients to utilize funds to support efforts at the state, territory, local, and tribal levels to institute more effective and equitable criminal justice policies and practices, foster public trust, and enhance public safety and security by increasing engagement with community members and building partnerships with community organizations to develop a shared vision and approach to addressing crime. This includes support for strategies to ensure the protection of defendants' and incarcerated individuals'

constitutional rights and safety and efforts to address wrongful convictions and conviction integrity. This also includes supporting technological or personnel upgrades to provide more equitable access to justice, including language access resources, resources to better serve those with disabilities, and indigent defense services. Finally, this can include efforts to build partnerships between the criminal justice system and nonprofits to provide support for collaborative, community-driven and informed efforts, such as community-based diversion programs outside of the criminal justice system, increasing access to resources to support the right to counsel, and developing community-driven and informed prevention programs or responses to violent crime.

Preventing and Combating Hate Crimes

Hate crimes (sometimes called bias-motivated crimes) are criminal offenses motivated by some form of bias toward victims based on their perceived or actual race, color, ethnicity, religion, national origin, sexual orientation, gender, gender identity, or disability. Hate crimes have a devastating effect beyond the harm inflicted on any one victim. They reverberate through families, communities, and the entire nation as others fear that they too may be threatened, attacked, or forced from their homes because of what they look like, who they are, where they worship, who they love, or whether they have a disability. As with most other crimes, hate crimes in the United States are primarily investigated under state law and prosecuted by local, state, and tribal authorities. However, reluctance from victims and witnesses to contact law enforcement about hate crime incidents may arise from perceptions of bias, distrust of law enforcement or the criminal justice system, or barriers such as language or concerns about immigration status. Hate crimes are chronically underreported to and under-identified by law enforcement. Tools such as the U.S. Bureau of Justice Statistics' National Crime Victimization Survey (NCVS) and the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) program shed some light on trends among those hate crimes reported to law enforcement or through NCVS. Although hate crimes are often underreported, in recent years, there have been alarming spikes in hate crimes and threats of violence across the country, often fueled by online hate forums. In 2021 and 2022, there were several attacks on houses of worship, threats against Historically Black Colleges and Universities, and increased attacks on Asian Americans. Though many jurisdictions are facing significant increases in hate crimes and hate incidents, a recent research study and survey from the National Institute of Justice (NIJ) indicates that many state and local law enforcement agencies do not have adequate tools to identify, investigate, and respond to hate crimes, and only 23 percent of law enforcement agencies that responded to the survey reported any hate crime investigations in 2018.

In September 2022, Attorney General Merrick Garland announced that all 94 U.S. Attorneys' offices would be implementing the United Against Hate Program and emphasized that eliminating hate and bias-motivated crimes is one of DOJ's top priorities, and combating hate crimes and promoting trust and accountability in law enforcement was one of the Department's priority goals for fiscal year 2023. BJA encourages JAG recipients to utilize funding to promote change and accountability by supporting state, local, and tribal efforts to prevent hate crimes, improve data collection and reporting of hate-related criminal offenses and incidents, and promote efforts to fully investigate and prosecute hate crimes when they do occur. This includes ensuring those agencies that have not yet transitioned to the National Incident Based Reporting System (NIBRS) do so expeditiously to ensure that national hate crime statistics are as accurate as possible. More information on BJA's portfolio addressing hate crimes, including the Emmett Till Cold Case Investigations and Matthew Shepard and James Byrd, Jr. Hate Crimes programs, can be found at: Hate Crime | Bureau of Justice Assistance (ojp.gov).

Crime and Violence Reduction Strategies

The Biden–Harris Administration and DOJ have made crime and violence reduction a top priority. In May 2022, President Biden signed Executive Order 14074, Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety, which states, "since early 2020, communities around the country have faced rising rates of violent crime, requiring law enforcement engagement at a time when law enforcement agencies are already confronting challenges of staffing shortages and low morale." According to an analysis of 27 cities conducted by the Council on Criminal Justice, the number of homicides in 2022 declined 4 percent over 2021, yet the homicide rate remained 34 percent higher than 2019 levels. Also, preliminary data compiled by the National Law Enforcement Officers Memorial Fund indicate that as of December 31, 2022, 226 federal, state, tribal, and local law enforcement officers died in the line of duty in 2022. Line-of-duty-related deaths continue to be a top concern. Sixty-four

law enforcement officers were killed feloniously by firearms in 2022, which is an increase over the historical number of deaths by gunfire seen in the prior decade (2010–2020 saw an average of 53).

BJA encourages JAG grantees to invest funds to tailor programs and responses to state and local crime issues through the use of data and analytics; coordinate with United States Attorneys and Project Safe Neighborhoods grantees in order to leverage funding for crime and violence reduction projects and coordinate their law enforcement activities with those of federal law enforcement agencies such as the FBI, the Bureau of Alcohol, Tobacco, Firearms and Explosives, the Drug Enforcement Administration, the United States Marshals Service, and the Department of Homeland Security; and form partnerships with federal, state, and local law enforcement and prosecutors to identify persons who use guns to commit a crime and who purchase or sell guns illegally. This includes ensuring that persons prohibited from purchasing firearms (see e.g., 18 U.S.C. § 922(g)) are deterred from doing so by enhancing complete, accurate, and timely access to the FBI's National Instant Criminal Background Check System (NICS) and the timely submission of all necessary records into the FBI databases, which will help prevent illegal transfers of firearms to those who are prohibited from owning firearms under current law. BJA also encourages JAG grantees to invest in implementing programs that provide training, assistance, and resources to law enforcement agencies to mitigate the current crisis in law enforcement recruitment and retention, bolster the security of at-risk places of worship such as synagogues, churches, and mosques, provide security for prosecutors and elections, enhanced community policing and crime prevention, enforcement of commonsense gun laws, and upgrade systems and/or purchase technology that support agency strategies to reduce violent crime and enhance their capacity to better address crime.

Community Based Violence Intervention (CVI) Approaches

In April 2021, the Biden–Harris Administration announced historic investments in CVI efforts to combat the gun violence epidemic. CVI is an approach that uses evidence-informed strategies to reduce violence through tailored, community-centered initiatives. These multidisciplinary strategies engage individuals and groups to prevent and disrupt cycles of violence and retaliation and establish relationships between individuals and community assets to deliver services that save lives, address trauma, provide opportunity, and improve the physical, social, and economic conditions that drive violence. On February 16, 2023, Attorney General Garland delivered remarks at a convening of grantees under OJP's Community Based Violence Intervention and Prevention Initiative. He emphasized that DOJ's approach to disrupting violent crime is: "centered on our partnerships – both with the communities harmed by violent crime and with the law enforcement agencies that protect those communities. Our approach is centered on building public trust. We know that we cannot do our jobs effectively without the trust of the communities we serve. Our department-wide anti-violent crime strategy leverages the resources of our federal prosecutors, agents, investigators, grant programs, and criminal justice experts towards those ends. We are working closely with local and state law enforcement agencies, with officials across government, and with the communities most affected by this violence, and with the community organizations on the front lines – all toward one goal: the goal of making our communities safer."

BJA encourages JAG recipients to invest JAG funds to tailor programs to build strong, sustained partnerships with community residents and organizations to support CVI work in communities most impacted by violent crime. CVI strategies typically focus on high-risk individuals and gang and gun violence as well as the historical and structural challenges that often contribute to community violence. CVI strategies should involve holistic, coordinated interventions attending to the multiple needs of individuals at high risk of gang and gun violence. For example, hospital-based violence intervention programs use credible messengers to connect with victims of gun violence while they are still in the hospital, and then wraparound services are typically provided to them such as behavioral health support, employment access, housing advocacy, and family support. More information on CVI strategies is available through BJA's National Training and Technical Assistance Center (NTTAC) and on BJA's website at: <https://bja.ojp.gov/program/community-violence-intervention/overview>. BJA encourages JAG recipients to partner with organizations with existing CVI strategies to support and enhance those programs, which may include organizations funded under OJP's Community Based Violence Intervention and Prevention Initiative (CVIPI). To identify and learn more about existing CVIPI grantees, review OJP's CVIPI web page and FY 2022 CVIPI award information. In addition, jurisdictions looking to implement those strategies can request training and technical assistance (TTA) on the NTTAC website.

Additional Uses of JAG Funds

JAG funds awarded to a state under this FY 2023 solicitation may be used to:

- Support reentry projects with the goal of improving outcomes for incarcerated individuals returning to the community from prison or jail. Support projects related to preventing, detecting, seizing, and/or stopping the presence and use of contraband cellphones within correctional facilities. This includes the purchasing of managed access systems and other mitigation technologies (as permitted by applicable law).
- Purchase fentanyl and methamphetamine detection equipment, equipment including handheld instruments and training for law enforcement safety, as well as opioid reversal agents.
- Purchase drug-detection canines to combat the rise of drug trafficking, including that of methamphetamines.
- Support efforts to seal and expunge criminal history information in accordance with state laws and policies.
- Support efforts to attract and retain an all-inclusive, diverse, expert, and accountable law enforcement workforce, with a focus on gender and racial diversity.
- Support virtual reality de-escalation training.
- Purchase humane remote restraint devices that enable law enforcement to restrain an uncooperative subject without requiring the infliction of pain.
- Purchase gunfire detection technology.
- Promote data sharing and sex offender monitoring.

Additionally, JAG funds awarded under this FY 2023 solicitation may be used for any purpose indicated here: [Purposes for Which Funds Awarded Under the Edward Byrne Memorial Justice Assistance Grants \(JAG\) Program May Be Used \(ojp.gov\)](#).

State-wide Funding Priorities

In order to comply with the statewide strategic planning requirements outlined in Section 502 of the Omnibus Crime Control and Safe Streets Act, FDLE conducted a survey in 2019 to gauge statewide priorities within each program area for funding.

Subrecipients are strongly encouraged to fund projects addressing at least one of the priorities outlined below. If the subrecipient wishes to fund a project that does not address one of the identified funding priorities, a written justification will need to be submitted to OCJG along with the application.

Law Enforcement

- Equipment
- Training
- Traffic Enforcement
- Community Policing & Engagement

Prevention and Education

- Anti-drug Programs
- School Violence Prevention
- Domestic Violence Prevention
- Pharmaceutical & Substance Abuse

Drug Treatment and Enforcement

- Surveillance Equipment
- Drug Enforcement – Single Jurisdiction
- Multi-Jurisdictional Task Forces & Pharmaceutical Enforcement Partnerships
- First responders, Crisis Response, Stabilization, Antagonists/Detox

Prosecution & Courts

- Pre-trial Diversion
- Recidivism
- Training
- Property & White-Collar Crime

Corrections and Community Corrections

- Behavioral Health Services
- Workforce
- Recidivism
- Diversion

Planning, Evaluation & Technology

- Technology Upgrades
- Crime Statistics Reporting
- Investigative & Surveillance Technology
- Grant Management

Crime Victim & Witness

- Behavioral Health Services
- Advocacy Services
- Counseling & Clinical Services
- Children Exposed to Violence, Abuse, & Neglect

Mental Health

- Crisis Intervention Team Training & Support
- Evaluation/Assessments
- Suicide Risk Assessment, Response & Protocols
- Outpatient/Community Based Behavioral Health Programs

FDLE's Byrne/JAG strategic plan is available for review at:
http://www.fdle.state.fl.us/FDLE-Grants/OCJG-Documents/JAG-Strategic-Plan/2019_JAG-Strategic-Plan_FINAL.aspx

Eligibility Requirements

Applicants for JAG subawards must comply with all terms and conditions of the federal award and subaward, including those incorporated by reference. This section identifies specific program requirements that must be met as a condition of eligibility to receive federal funds under this program.

Each applicant must be able to document compliance with the following requirements:

- [8 U.S.C §1373](#) *Communication Between Governments and the Immigration and Naturalization Service*
- [8 U.S.C §1644](#) *Communication Between State and Local Government Agencies and Immigration and Naturalization Service*
- [2 C.F.R. § 200.318-327](#) *Federal Procurement Standards*
- [2 C.F.R Part 200.300-309](#) *Standards for Financial and Program Management*
- [2 C.F.R. Part 25](#) *Universal Identifier and System for Award Management (SAM) Requirements*
- [28 C.F.R. Part 42](#) *Nondiscrimination; Equal Employment Opportunity; Policies and Procedures*

SAM Registration

To apply for JAG funds, an organization and its users must be registered in AmpliFund and the organization must be registered with the U.S. Federal Government's System for Award Management (SAM) (2 C.F.R. Part 25).

To create or update your organization's annual SAM registration, go to [SAM.gov](#). The process can take up to 10 business days.

****NEW** E-Verify**

In accordance with Section 448.095, Florida Statutes, all Recipients of this funding must be registered in E-verify and utilize the system to verify the work authorization status of all employees hired on or after January 1, 2022. The Office of Criminal Justice Grants is not able to enter into any contractual agreement with a noncompliant organization.

Compliance with Applicable Federal Laws

At the time of application, potential subrecipients are required to certify compliance with all applicable federal laws. All applicants should understand that if the DOJ Office of Justice Programs receives information indicating an applicant may be in violation of any applicable federal law, the applicant may be referred to the DOJ Office of Inspector General (OIG) for investigation. If the applicant is found to be in violation of an applicable federal law by the OIG, the applicant may be subject to criminal and civil penalties, in addition to relevant OJP programmatic penalties, including suspension or termination of funds, inclusion on the high-risk list, repayment of expended funds, and/or suspension and debarment.

Civil Rights Requirements

Federal laws prohibit subrecipients of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, disability, or age in funded programs or activities. All subrecipients, implementing agencies, and contractors must comply with any applicable statutorily-imposed nondiscrimination requirements, which are summarized below:

- **Title VI of the Civil Rights Act (Title VI) of 1964**, as amended, 42 U.S.C. § 2000d, and the DOJ implementing regulation, 28 C.F.R. pt. 42, subpts. C & D (prohibiting discrimination in federally assisted programs based on race, color, and national origin in the delivery of services or benefits).
- **Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968**, as amended, 34 U.S.C. §§ 10228(c) & 10221(a), and the DOJ implementing regulations, 28 C.F.R. pt. 42, subpts. D (prohibiting discrimination in programs funded under the statute, both in employment and in the delivery of services or benefits, based on race, color, national origin, sex, and religion) & E (requiring certain DOJ-funded programs subject to the administrative provisions of the statute to prepare, maintain, and submit an Equal Employment Opportunity Plan (EEO)). Applicants are advised to use the Office for Civil Rights EEO Reporting Tool at (<https://ojp.gov/about/ocr/eeop.htm>).
- **Section 504 of the Rehabilitation Act (Section 504) of 1973**, as amended, 29 U.S.C. § 794, and the DOJ implementing regulation, 28 C.F.R. pt. 42, subpt. G (prohibiting discrimination in federally assisted programs based on disability both in employment and in the delivery of services or benefits).
- **Title IX of the Education Amendments (Title IX) of 1972**, as amended, 20 U.S.C. § 1681, and the DOJ implementing regulations, 28 C.F.R. pt. 42, subpt. D & pt. 54 (prohibiting discrimination in federally assisted education programs based on sex both in employment and in the delivery of services or benefits).
- **Title II of the Americans with Disabilities Act of 1990**, as amended, 42 U.S.C. § 12132, and the implementing regulation at 28 C.F.R. § 35.171(a)(1)(i), (3)(i) (prohibiting discrimination based on disability both in employment and in the delivery of services or benefits).
- **Age Discrimination Act (Age Act) of 1975**, as amended, 42 U.S.C. § 6102, and the DOJ implementing regulation, 28 C.F.R. pt. 42, subpt. I (prohibiting discrimination in federally assisted programs based on age in the delivery of services or benefits).
- **Juvenile Justice and Delinquency Prevention Act (JJDPA) of 1974**, as amended, 34 U.S.C. § 11182(b), and the DOJ implementing regulations, 28 C.F.R. §§ 31.202, .403 & pt.42, subpart. D (prohibiting discrimination in programs funded under the statute, both in employment and in the delivery of services or benefits, based on race, color, national origin, sex, and religion)
- **Victims of Crime Act (VOCA) of 1984**, as amended, 34 U.S.C. § 20110(e) and the regulation implementing the Victim of Crime Act Victim Assistance Program, 28 C.F.R. § 94.114 (prohibiting discrimination in programs funded under the statute, both in employment and in the delivery of services or benefits, based on race, color, national origin, sex, religion, and disability).
- **Executive Order 13559**, amending Executive Order 13279, and the DOJ implementing regulation, Partnerships with Faith-Based and Other Neighborhood Organizations, 28 C.F.R. pt. 38 (prohibiting discrimination in federally assisted social service programs based on religion in the delivery of services or benefits).
- ****NEW** Equal Employment Opportunity Certification (EEOC)**: Applicants must submit an EEO Certification annually within 120 days of the subaward. Failure to submit the required EEO Certification will result in the withholding of grant funds. Applicants must use the Office for Civil Rights EEO Reporting Tool at (<https://ojp.gov/about/ocr/eeop.htm>).
- **Limited English Proficiency (LEP)**: In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. Part 2000d, applicants in receipt of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with LEP. FDLE strongly advises applicants to have a written LEP Language Access Plan. For more information visit <https://www.lep.gov/>.

- **Partnerships with Faith-Based and Other Neighborhood Organizations:** Applicants, must comply with all applicable requirements of 28 C.F.R. Part 38, "Partnerships with Faith-Based and Other Neighborhood Organizations", specifically including the provision for written notice to current or prospective program beneficiaries.

Filing a Complaint - If the applicant or any of its employees, contractors, vendors, or program beneficiaries has a discrimination complaint, they may file a complaint with the FDLE, its subrecipient, or with the Office for Civil Rights.

Discrimination complaints against the FDLE OCJG or one of its subrecipients may be filed using the OCJG complaint form or by letter and be submitted to FDLE by mail at: FDLE Office of General Counsel, Attention Civil Rights Complaint Coordinator, PO Box 1489, Tallahassee, FL 32302. Alternatively, the complaint may be delivered by facsimile to (850) 410-7699, or via email to the Office of General Counsel via the General Counsel for FDLE or the General Counsel's designee.

Complaints filed by letter should include the following information:

1. Name, address, telephone number, and email address of the complainant.
2. The victim or other witness of the alleged discrimination, if it is someone other than the complainant, if known.
3. The basis for the complaint, e.g., the complaint alleges (1) discrimination in services or employment based on race, color, national origin, sex, religion, or disability, or discrimination in services based on age, or (2) retaliation for engaging in protected activity. Please include as much detail as possible.
4. The date of the alleged discriminatory or retaliatory conduct.
5. The name and title of the person(s) who is alleged to have engaged in the discriminatory or retaliatory conduct.
6. The complaint must be in writing, dated, and signed by the complainant.

As an alternative, or in addition to filing a complaint with the FDLE or a subrecipient, an individual may file a complaint with an appropriate external federal agency.

If a complaint involves employment discrimination, the complainant may file a complaint with:

U.S. Equal Employment Opportunity Commission
31 M Street, NE
Washington, DC 20507
Phone: 202-663-4900
TTY: 202-663-4494
<http://www.eeoc.gov/employees/charge.cfm>

If a service discrimination complaint involves a program receiving federal financial assistance from the USDOJ, the complainant may file a complaint with:

U.S. Department of Justice, Office of Justice Programs
Office for Civil Rights
810 7th St NW
Washington, DC 20531
Phone: 202-207-0690
TTY: 202-307-2027
<http://ojp.gov/about/ocr/complaint.htm>

Additional details and information regarding the FDLE's complaint procedures can be found on OCJG's [Civil Rights Training for Grantees webpage](#).

Intergovernmental Review: The FY23 JAG program is subject to Executive Order 12372. As a result, FDLE may provide information regarding subrecipient applications to the state single point of contact to satisfy this requirement.

Match

Match is not required for the JAG program. However, if a subrecipient identifies match on an application that is approved for award, the match portion will be required.

Administrative Costs

Administrative costs/fees are not eligible on JAG subawards.

Prohibited Uses & Expenditures

JAG funds may not be used (whether directly or indirectly) for any purpose prohibited by federal statute or regulation, including those prohibited by the JAG Program statute ([34 U.S.C. § 10152](#)).

- **Supplanting:** JAG funds may not be used to supplant state or local funds. See BJA's [JAG FAQs](#) for examples of supplanting.
- **Security Enhancements for Non-governmental Entities:** JAG funds may not be used for security enhancement or equipment for non-governmental entities not engaged in criminal justice or public safety.
- **Additional Restrictions:** JAG funds may not be used to pay for any of the following items unless approved by the BJA Director: (A) vehicles (excluding police cruisers), vessels (excluding police boats), or aircraft (excluding police helicopters); (B) luxury items; (C) real estate; (D) construction projects (other than penal or correctional institutions); or (E) any similar matters.

The use of BJA grant funds for unmanned aircraft systems (UAS), including unmanned aircraft vehicles (UAV), and all accompanying accessories to support UAS or UAV, is unallowable.

See BJA's [JAG FAQs](#) and [JAG Prohibited and Controlled Expenditure Guidance](#) for more information.

Note: FDLE will not approve the purchase of trinkets such as hats, mugs, portfolios, t-shirts, coins, gift bags, etc., with grant funds. Additional cost elements FDLE will not approve include, but are not limited to: gift cards/certificates, bus/transportation passes, entertainment costs, etc.

Grant funds may NOT be used to pay for extended warranties, service agreements, contracts, etc., covering any periods that extend beyond the project end date. Funds may be prorated for services within the project period.

Project Adjustments: Retroactive (after-the-fact) approval of project adjustments or items not currently in the approved subaward will only be considered under extenuating circumstances. Subrecipients who incur costs prior to approval of requested adjustments do so at the risk of the items being ineligible for reimbursement under the award.

Other Restrictions Requiring Compliance, Certification, or Prior Approval

Methamphetamine Mitigation Plans

Any program that funds any portion of methamphetamine laboratory operations or clean-up must complete a Meth Mitigation Plan that includes the nine protective measures or components required by BJA. If an agency's application requests funding related to meth lab mitigation, review the BJA website related to [NEPA compliance](#) (including information regarding meth labs) and contact FDLE's Office of Criminal Justice Grants for further assistance.

Publications and Other Media

All media created, published, and/or altered using federal grant funds must be reviewed and approved by FDLE and/or BJA prior to release or distribution. This includes any curricula, training materials, brochures, or other written materials that will be published, including web-based materials and web site content, as well as all audio or video materials, including Public Service Announcements. Grantees must submit a draft of each proposed item to OCJG **no later than thirty (30) days prior** to the targeted dissemination date. For items containing videos, a transcript may be provided with screenshots or a description of the visual portion.

Any written, visual, or audio publications funded in whole or in part under this award, with the exception of press releases, must contain the following statements identifying the federal award:

"This project was supported by Award No. 15PBJA-23-GG-02972-MUMU awarded by the Bureau of Justice Assistance/Bureau of Justice Statistics. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice."

This requirement does not apply to the purchase or reproduction of existing materials or items created by other agencies or vendors, for example, crime prevention brochures, unless the subrecipient alters the item in any way. Neither does this requirement apply to items serving only to advertise an event or the availability of services. Please contact FDLE's grant's office with questions or to clarify the applicability of pre-approval requirements.

NEPA

Any improvement, building or construction project will require pre-approval to ensure compliance with the National Environmental Policy Act (NEPA). This may include relatively minor activities such as installing fence posts, security or surveillance cameras, or anchoring any item to the ground. If the grant will fund any activities that may fall under this requirement, review the subaward standard condition related to NEPA and the section of the BJA web site related to [NEPA compliance](#) and contact FDLE's grant's office for assistance.

Sole Source

If a subrecipient requests to procure goods or services by sole source to a single vendor, a sole source justification must be submitted to FDLE for approval prior to the obligation of grant funds. For a sole source procurement over the federal Standard Acquisition Threshold (SAT) of \$250,000, written pre-approval must be obtained from both FDLE and DOJ. Subrecipients should submit the completed [Sole Source Justification](#) form with the application, or as soon as the procurement method is known.

Sole source approval applies to the amount of the total procurement, regardless of the amount of federal investment in the purchase. Before submitting a request for a sole source procurement, applicants should carefully review the conditions governing this type of procurement (see [2 C.F.R. § 200.320\(f\)](#)).

Conference/Meeting/Training Costs

OJP policy and guidance encourages minimization of conference, meeting, and training costs; sets cost limits, which include a general prohibition of all food and beverage costs; and requires prior written approval of most conference, meeting, and training expenditures. Subawards requesting to use grant funds for meetings, trainings, or conferences may be required to complete and submit an OJP event submission form upon request from FDLE and/or OJP.

Duplication of Networks

To avoid duplicating existing networks or IT systems in any initiatives funded by BJA for law enforcement information sharing systems which involve interstate connectivity between jurisdictions, such systems shall employ, to the extent possible, existing networks as the communication backbone to achieve interstate connectivity, unless the recipient can demonstrate to the satisfaction of BJA that this requirement would not be cost effective or would impair the functionality of an existing or proposed IT system.

Entry of Records into State Repositories

As appropriate and to the extent consistent with law, a condition will be imposed that would require the following: Any program or activity that receives federal financial assistance under JAG that is likely to generate court dispositions or other records relevant to NICS determinations, including any dispositions or records that involve any alien who is illegally in the United States (18 U.S.C. § 922(g)(5)(A)), must have a system in place to ensure that all such NICS-relevant dispositions or records are made available in a timely fashion.

Body Armor

Body armor purchased with JAG funds may be purchased at any threat level, make, or model from any distributor or manufacturer, as long as the following requirements are met:

- The body armor must have been tested and found to comply with the latest applicable National Institute of Justice ballistic or stab standards.
- The body armor purchased must be made in the United States.
- The body armor purchased with JAG funds must be “uniquely fitted vests,” which means protective (ballistic or stab-resistant) armor vests that conform to the individual wearer to provide the best possible fit and coverage through a combination of: (1) correctly sized panels and carrier determined through appropriate measurement and (2) properly adjusted straps, harnesses, fasteners, flaps, or other adjustable features. Note that the requirement that body armor be “uniquely fitted” does not necessarily require body armor that is individually manufactured based on the measurements of an individual wearer.

A JAG subrecipient proposing to use FY23 funds to purchase body armor must provide FDLE with a [Body Armor Mandatory Wear Policy Certification](#) indicating each law enforcement agency receiving body armor has a written “mandatory wear” policy in effect. For more information, review the [FAQs related to the mandatory wear policy and certifications](#).

Body Worn Camera (BWC) Purchases

JAG funds may be used to purchase equipment or to implement and/or enhance BWC programs. Subrecipients using JAG funds for BWC programs must certify the law enforcement agency receiving funds has policies and procedures in place relating to equipment use, data storage, privacy, victims, access, disclosure and training.

Any subrecipient intending to use grant funds for BWC-related expenses must provide FDLE with a [BWC Certification](#). A subrecipient without policies and procedures in place at the time of application will have funds withheld until a certification is submitted. Information regarding BWC policies, resources and best practices can be found at: <https://www.bja.gov/bwc>.

DNA Testing of Evidentiary Materials and Upload of DNA Profiles to a Database

If JAG funds will be used for DNA testing of evidentiary materials, any resulting [eligible](#) profiles must be uploaded to the Combined DNA Index System (CODIS) by a government DNA lab with access to CODIS. No profiles generated with JAG funding may be entered into any other non-governmental DNA database without prior written approval from FDLE’s grants office and BJA.

In addition, funds may not be used to purchase DNA equipment and supplies when the resulting DNA profiles from such technology are not acceptable for entry into CODIS.

Interoperable Communications

Subrecipients utilizing FY23 JAG funds to support emergency communications activities should review the most recent [SAFECOM Guidance](#). This includes the purchase of interoperable communications equipment and technology such as voice-over-internet-protocol bridging or gateway devices, or equipment to support the build out of wireless broadband networks in the 700 MHz public safety band under the Federal Communications Commission (FCC) waiver order.

Additionally, to promote information sharing and enable interoperability among disparate systems across the justice and public safety community, subrecipients are required to comply with DOJ’s [Global Justice](#)

Information Sharing Initiative guidelines and recommendations. All subrecipients shall document planned approaches to information sharing and describe their compliance, or provide detailed justification for why an alternative approach is recommended.

Finally, JAG applicants proposing projects for interoperable communications should consider the use of First Responder Network Authority (FirstNet) Program. FirstNet's statutory mission is to take all actions necessary to ensure the establishment of a nationwide public safety broadband network (NPSBN). For more information, visit www.firstnet.gov.

Employment Eligibility Verification

Subrecipients must ensure that as part of the hiring process for any position that is or will be funded (in whole or in part) with award funds, the employment eligibility of the individual being hired is properly verified in accordance with the provisions of 8 U.S.C. 1324a(a)(1) and (2). The subrecipient may choose to participate in, and use E-Verify (www.e-verify.gov), provided an appropriate person authorized to act on behalf of the subrecipient entity uses E-Verify to confirm employment eligibility for each position funded through this award.

Subrecipient Civil Rights Training

In compliance with Office of Justice Programs (OJP) requirements, FDLE requires the subrecipients of its grants to complete a two-part Civil Rights Training and maintain copies of the training certificates within their grant file(s) for monitoring. Module 1 of the training provides a basic overview of the Office of Civil Rights (OCR) and discusses the civil rights compliance requirements for recipients (at any tier) of OJP Grant Funding. Module 2 discusses "special" civil rights related compliance requirements in addition to the ones described in Module 1. To complete these trainings, visit the [OCJG Civil Rights Training for Grantees](#) webpage.

Determination of Suitability to Interact with Participating Minors

Subrecipients, at any tier, who plan to use federal funds to partially or fully carry out activities under this award to benefit a set of individuals under 18 years of age must make determinations of suitability before certain individuals may interact with participating minors. Further information regarding this requirement is located on the OJP website <https://www.ojp.gov/funding/explore/interact-minors>.

1. Any applicant using grant funds to benefit a set of individuals under 18 years of age must complete and submit the "[Suitability to Work and/or Interact with Minors Certification](#)."
2. Subrecipients must maintain and submit the "[Suitability to Work and/or Interact with Minors Tracking Sheet](#)."

Telecommunications and Video Surveillance Services or Equipment

In compliance with 2 C.F.R. 200.214, subrecipients are prohibited from entering into a contract or using federal funds to procure items from certain parties who are debarred, suspended or otherwise excluded from or ineligible for participation in federal assistance programs or activities. In addition, a prohibition on certain telecommunication and video surveillance services or equipment went into effect on August 13, 2020. In accordance with these requirements set out in 2 C.F.R. 200.216, subrecipients are prohibited from obligating funds to:

- A. Procure or obtain;
- B. Extend or renew a contract or procure or obtain;
- C. Enter into a contract to procure or obtain equipment, services, or systems that use telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, produced by Huawei Technologies Company or ZTE Corporation (or a subsidiary or affiliate of such entities).

Applicants who intend to use grant funds to procure telecommunications, video surveillance services, or equipment must:

1. Complete and submit the “Telecommunications and Video Surveillance Services or Equipment Certification.”
2. Provide documentation the manufacturer and vendor has not been suspended or debarred from receiving federal funds in SAM.gov prior to the drawdown of funds.

Task Force Training Requirement

The subrecipient agrees that within 120 days of award, each current member of a law enforcement task force funded with these funds who is a task force commander, agency executive, task force officer, or other task force member of equivalent rank, will complete required online (internet-based) task force training which include; Executive Leadership, Task Force Commander Leadership and Management, Safeguarding Privacy, Civil Rights, and Civil Liberties in Task Force Operations, Methamphetamine Investigative Management, available through BJA's web site and the Center for Task Force Integrity and Leadership (www.centf.org), and Criminal Intelligence Systems Operating Policies (28 CFR Part 23) that can be accessed three ways:

1. Regional Information Sharing Systems (RISS) members may access the training through the secure RISS portal. Instructions may be found here: https://28cfr.ncirc.gov/documents/Accessing_28CFRPart23_training_RISS.pdf.
2. Members with a secure account through the Federal Bureau of Investigation's (FBI) [Law Enforcement Enterprise Portal \(LEEP\)](#) may log in to LEEP to access the training. Instructions may be found here: https://28cfr.ncirc.gov/documents/Accessing_28CFRPart23_training_LEEP.pdf.
3. If your agency was previously provided with a preauthorization code, you may register for the training using that code by selecting the “LOG IN or SIGN UP” menu button located on the top left side of the home page. Enter your email address and password, then select “Preauthorization Registration.”

All current and new task force members are required to complete this training once during the life of the award, or once every four years if multiple awards include this requirement. This training addresses task force effectiveness as well as other key issues including privacy and civil liberties/rights, task force performance measurement, personnel selection, and task force oversight and accountability.

When FDLE awards funds to support a task force, the subrecipient must compile and maintain a task force personnel roster along with course completion certificates. Additional information is available regarding this required training and access methods via BJA's web site and the Center for Task Force Integrity and Leadership (www.centf.org).

State and Federal Transparency

Subaward agreements and information supplied to FDLE for grant management and payment purposes will be used to report to the following mandatory state and federal transparency systems.

Florida Accountability and Contract Tracking System (FACTS)

This grant agreement, all corresponding information and a copy of the grant document, is provided to FACTS to meet requirements under Chapter 2013-54 and 2013-154 Laws of Florida.

Exemption from FACTS

Please be aware, in the event that your agency's submission contains confidential and/or exempt information prohibited from public dissemination under Florida's Public Records Law, Chapter 119, Florida Statutes, the subrecipient agency bears the responsibility for applying proper redactions. Otherwise, any and all records submitted may be released without redactions.

Federal Funding Accountability and Transparency Act (FFATA)

The Federal Funding Accountability and Transparency Act (FFATA) was signed on September 26, 2006, with the intent to empower every American with the ability to hold the government accountable for each

spending decision. The end result is to reduce wasteful spending in the government. The FFATA legislation requires information on federal awards (federal financial assistance and expenditures) be made available to the public via a single, searchable website, which is USASpending.gov. FDLE is required to report subaward data to FFATA as well.

Application Instructions and Deadline

Failure to follow application instructions may result in the incursion of a special condition at the time of award.

In order to apply, an application must be submitted through FDLE's new electronic grant system (AmpliFund) by **11:59 PM EST on Monday, September 16, 2024**. No extensions of this deadline will be permitted.

Please see **Appendix A: Application Timeline** for other important dates.

Application Requirements

Applications submitted under this solicitation must adhere to federal, state and program specific requirements.

For FY23, subrecipients will be required to complete the following documents at the time of application; failure to do so may result in the withholding of funds until items are received.

Subaward Management Capabilities and Compliance Questionnaire

All applicants are required to complete the [Subaward Management Questionnaire](#), and submit to OCJG with their application. FDLE will use this form to validate a subrecipient's eligibility to apply, receive, and maintain a federal JAG subaward. Additionally, this validation will allow FDLE to expedite the monitoring process and ensure all subrecipients comply with program requirements.

Lobbying, Debarment and Drug Free Workplace Certification

Subrecipients are not permitted to use federal funds, directly or indirectly, in support of any lobbying activity. A subrecipient receiving or requesting an award exceeding \$100,000 must certify compliance with this requirement.

Additionally, a person/agency that is debarred, suspended, declared ineligible or is voluntarily excluded is prohibited from receiving federal funds under this grant program. All subrecipients must certify the subgrantee organization, and any vendor or lower tiered subrecipient, is eligible to receive these funds.

In compliance with the Drug-Free Workplace Act of 1988, state agencies applying for federal grant funding under this program must certify compliance with establishing and maintaining a drug-free work environment.

Failure to submit the "[Lobbying, Debarment and Drug Free Workplace Certification](#)" to FDLE with the application may result in a withholding of funds condition on the subaward until the requirement is satisfied.

Contractual Services Subrecipient vs. Contractor Determination

Subrecipients utilizing funds in the Contractual Services budget category must adhere to the subcontracting requirements below. All subrecipients should review the "[OJP Subaward vs. Procurement Toolkit](#)" for information regarding the two types of subcontracting.

1. Any applicant using grant funds in the Contractual Services budget category must complete and submit a "[Subrecipient vs. Contractor Determination Checklist](#)" for each contracted services item to FDLE with the application.
2. The application must contain detailed information regarding the type of subcontracting (subrecipient or contractor) and the method of procurement for the subcontract.

3. An applicant proposing to enter into a subrecipient contracting relationship must request approval to subaward in the grant application and be able to adhere to and document compliance with requirements and provisions for pass-through entities in 2 C.F.R. §200.331.
4. Applicants entering into a contractor relationship must adhere to the local unit of government's written procurement policies and procedures to the extent they are consistent with or more stringent than the procurement standards outlined in 2 C.F.R. § 200.318-327.

Law Enforcement Agency Training Information

Any law enforcement agency receiving funds under a JAG subaward must submit performance accountability metrics data for the **2023 calendar year** related to training on: use of force, racial and ethnic bias, de-escalation of conflict, and constructive engagement with the public. These metrics will be collected via questionnaire from FDLE's grants office and reported to BJA's Performance Management Tool (PMT).

Death in Custody Reporting

In FY19, OCJG began collecting data regarding in-custody deaths, in accordance with the Death in Custody Reporting Act (DCRA), which requires states and federal law enforcement agencies to report certain information to the Attorney General regarding the death of any person during interactions with law enforcement officers or while in custody. For the purposes of this requirement, a reportable death is **any** death – including deaths attributed to suicide, accident, or natural causes – that occurred during interactions with law enforcement personnel or while the decedent was in custody, under supervision or under the jurisdiction of a state or local law enforcement or correctional agency, such as a jail or prison.

As a requirement of the state's Edward Byrne Memorial Justice Assistance Grant (JAG) award, Each quarter, subrecipients must submit the Death in Custody Questionnaire identifying all reportable deaths occurring in their jurisdictions during the reporting period. Information to be provided will include:

- The decedent's first, middle, and last name, gender, race, ethnicity, and year of birth
- The date, time, and location of the death
- Type of facility in which the death occurred
- Date of facility admission/arrest
- The law enforcement or correctional agency involved
- Manner of death
- Brief description of circumstances of death

We recognize that all of the requested information may not be available at the time of reporting. Please provide as much information as possible for each reported death.

Standard Conditions

The standard conditions provide detailed compliance requirements for subrecipients upon signed acceptance of the subaward. It is imperative all persons involved with this subaward read the standard conditions. Failure to comply with the provisions outlined in the standard conditions may result in project costs being disallowed.

Appendix A Application Timeline

June 29, 2023	Florida received notice of final state JAG appropriation from U.S. Department of Justice.
August 16, 2023	FDLE Office of Criminal Justice Grants (OCJG) submitted the final State of Florida application for FY23 Byrne JAG funding.
September 28, 2023	Florida accepted the state's FY23 federal JAG award.
June 4, 2024	OCJG released notice for each county to provide a Certificate of Participation, designate a County Coordinator, and begin submitting 51% letters.
June 28, 2024	Deadline for BOCCs to respond to OCJG with Certification of Participation and designation of County Coordinator.
July 16, 2024	OCJG released JAGC subgrant solicitation on the department's website; Notification emails sent to chief officials. Notify counties of Certificate of Participation requirements.
July 31, 2024	Deadline for counties to provide 51% letters.
Ongoing	Upon receipt of BOCC COP and County Coordinator designation; OCJG provides County Coordinator with application information and the AmpliFund application opportunity link to distribute to all application managers in their respective counties.
September 16, 2024	Deadline to submit applications in FDLE's electronic grants management system (AmpliFund).

Appendix B Application Checklist

What Each County Should Do - Pre-Application

- Submit a signed *Certificate of Participation* designating a County Coordinator
- Assure all 51% letters for the county have been completed and submitted to OCJG

What Each Applicant Should Do – Pre-Application

- Acquire or renew a Unique Entity Identifier (UEI) Number
- Acquire or renew registration with SAM.gov
- Obtain an *EEO Certification* via EEO Reporting Tool
- Read the FDLE subaward Special Conditions and DOJ Grants Financial Guide

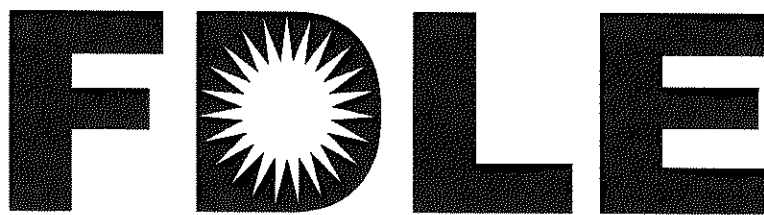
Additional Requirements

- Complete a Sole Source Justification form for sole source purchases of \$250,000 or more (if applicable)
- Complete the Subaward Management Questionnaire (all applicants)
- Complete a Lobbying, Debarment and Drug Free Workplace Certification (for state agencies and local units of government, if applicable)
- Complete a Subrecipient vs. Contractor Determination Checklist for each cost element requested in the Contracted Services budget category
- Complete a Third-Party Contract Compliance Checklist (if applicable)
- Complete a Third-Party Subaward Compliance Checklist (if applicable)
- Complete a Body Armor Mandatory Wear Policy Certification (if applicable)
- Complete a Confidential Funds Certification (if applicable)
- Complete Suitability to Work and/or Interact with Minors Certifications (if applicable)
- Complete Suitability to Work and/or Interact with Minors Tracking Sheet (if applicable)
- Complete Telecommunications and Video Surveillance Services or Equipment Certification (if applicable)

**Appendix C
FY23 JAGC County Allocation**

County	Allocation	County	Allocation
Alachua	\$105,730	Lake	\$107,450
Baker	\$31,841	Lee	\$204,223
Bay	\$98,708	Leon	\$119,985
Bradford	\$48,339	Levy	\$42,725
Brevard	\$165,078	Liberty	\$48,456
Broward	\$432,599	Madison	\$60,176
Calhoun	\$40,408	Manatee	\$131,275
Charlotte	\$73,307	Marion	\$114,686
Citrus	\$63,454	Martin	\$75,991
Clay	\$63,591	Monroe	\$74,431
Collier	\$150,659	Nassau	\$56,091
Columbia	\$130,165	Okaloosa	\$82,621
Dade	\$648,300	Okeechobee	\$97,780
Desoto	\$50,851	Orange	\$344,174
Dixie	\$52,495	Osceola	\$111,820
Duval	\$275,276	Palm Beach	\$348,087
Escambia	\$132,109	Pasco	\$163,116
Flagler	\$52,901	Pinellas	\$270,837
Franklin	\$42,490	Polk	\$199,599
Gadsden	\$46,879	Putnam	\$89,624
Gilchrist	\$31,686	Santa Rosa	\$113,699
Glades	\$67,462	Sarasota	\$126,824
Gulf	\$55,521	Seminole	\$142,758
Hamilton	\$71,917	St. Johns	\$77,658
Hardee	\$49,412	St. Lucie	\$102,125
Hendry	\$74,068	Sumter	\$58,307
Hernando	\$64,081	Suwannee	\$47,419
Highlands	\$66,064	Taylor	\$49,763
Hillsborough	\$345,441	Union	\$32,229
Holmes	\$37,768	Volusia	\$159,507
Indian River	\$69,111	Wakulla	\$32,798
Jackson	\$38,194	Walton	\$43,878
Jefferson	\$44,331	Washington	\$41,746
Lafayette	\$42,178	Total	\$7,534,272

ATTACHMENT 2



Equipment for Law Enforcement Agencies Countywide

Prepared by Palm Beach County Board of Commissioners
for Florida Department of Law Enforcement JAG23 - Countywide

Submitted by Dawn Caveness-Davenport

Submitted on 09/12/2024 3:40 PM Eastern Standard Time



Opportunity Details

Opportunity Information

Title

JAG23 - Countywide

Description

This opportunity is available to units of local government who receive annual appropriations under Florida's Justice Assistance Grant (JAG) Program.

Awarding Agency Name

U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance

Agency Contact Phone

850-617-1250

Agency Contact Email

criminaljustice@fdle.state.fl.us

Subjects

Edward Byrne Memorial Justice Assistance Grant (JAG), JAG - Countywide (JAGC)

Opportunity Posted Date

7/17/2024

Announcement Type

Initial Announcement

Assistance Listings Number

16.738

Public Link

<https://www.gotomygrants.com/Public/Opportunities/Details/8f5565cf-f0c4-4d1d-9d23-78c28ab0fc0f>

Is Published

Yes

Funding Information

Opportunity Funding

\$7,534,272.00

Funding Sources

Federal Or Federal Pass Through

Award Information

Award Period

10/01/2022 - 09/30/2026

Award Type

Non Competitive

Indirect Costs Allowed

Yes



Matching Requirement

No

Submission Information

Submission Window

07/17/2024 12:05 AM - 09/16/2024 11:55 PM

Submission Timeline Type

One Time

Eligibility Information

Eligibility Type

Private

Eligible Applicants

- County Governments
- City or township governments
- Native American tribal governments (Federally recognized)

Additional Eligibility Information

Eligible applicants are limited to units of local government. A unit of local government is defined as a city, county, town, township, borough, parish, village, or other general-purpose political subdivision of the state, including Native American Tribes who perform law enforcement functions as determined by the Secretary of the Interior.

Additional Information

Additional Information URL

<https://www.fdle.state.fl.us/Grants/Home.aspx>

Additional Information URL Description

This site contains information regarding the various programs, funding opportunities, and forms managed by the Office of Criminal Justice Grants. Contact information and additional resources can also be found on this site.



Project Information

Application Information

Application Name

Equipment for Law Enforcement Agencies Countywide

Award Requested

\$107,859.00

Total Award Budget

\$107,859.00

Primary Contact Information

Name

Dawn Caveness-Davenport

Email Address

Dcavenes@pbc.gov

Address

301 N. Olive Avenue
West Palm Beach, FL 33401

Phone Number

(561) 355-3396



Project Description

JAG Program - Project Summary

Applicant and Award Information

NEW REQUIREMENT: Applicant Organization

Due to restrictions in functionality, OCJG is requiring the Applicant User's organization to match the Eligible Recipient's organization. The organization listed below your name at the top of the screen **MUST match the name of the Eligible Recipient you are creating this application for.**

- **If you are registered with the Eligible Recipient organization:** close the application window, switch profiles in AmpliFund, and click on the application link again to apply.
- **If you are not registered with the Eligible Recipient organization:** contact the assigned grant manager at the Eligible Recipient's organization and instruct them to apply. If the Eligible Recipient does not have a dedicated grant manager: you may need to contact them and ask to be added to their organization's profile. Contact your assigned OCJG grant manager for more information.

Eligible Recipients of JAG Funds

Eligible recipients are limited to units of local government. A unit of local government is defined as a city, county, town, township, borough, parish, village, or other general-purpose political subdivision of the state, including Native American Tribes who perform law enforcement functions as determined by the Secretary of the Interior. The eligible recipient cannot be a police department, sheriff's office, or other division of a unit of local government.

Enter the name of the Eligible Recipient.

Palm Beach County Criminal Justice Commission

Is the Eligible Recipient a State Agency (i.e. Department of Corrections or other State of Florida agency)?

- Yes
 No

In which county is the Eligible Recipient located?

Palm Beach

What is the Eligible Recipient's SAM Unique ID number (UEI)?

XL2DNFMPCR44

Upload a copy of the Eligible Recipient's active SAM registration below.

PBC_Proof_of_SAM_registration[1].pdf

NEW REQUIREMENT: E-Verify

Section 448.095, Florida Statutes, went into effect on July 1, 2023. All State of Florida agencies, including FDLE, are required to verify award recipients are registered with and use the E-Verify system. Eligible Recipients who are not registered with E-Verify will NOT be eligible for JAG funds. Applicants may use E-Verify's Employer Search Tool to verify their agency is registered.

Is the Eligible Recipient registered as a participating employer in the E-Verify System?

- Yes



No (award cannot be issued until registered)

Payment Information

What is the Eligible Recipient's FEID number (FLAIR Vendor ID)?
596000785

Project Information

Project Period and Reporting Frequency

NOTE: Projects must be at least six months in length. The final length of the project period will be determined at the time of award approval. No projects will extend past the federal award end date.

Desired Start Date of the Project

10/1/2024 ▼

Desired End Date of the Project

9/30/2025 ▼

Please select your desired reporting frequency for submitting payment requests AND performance reporting.

Quarterly ▼

Performance Activity Area

Select the activity below that best aligns with the activities to be performed under this award. Refer to OCJG's Activity Area Definitions guide for more information.

Select the appropriate activity area for this project.

- 01 - Law Enforcement
- 02 - Crime Lab/Forensics
- 03 - Crime Prevention
- 04 - Prosecution
- 05 - Public Defense
- 06 - Courts
- 07 - Corrections
- 08 - Community Corrections
- 09 - Reentry Services
- 10 - Behavioral Health
- 11 - Assessment/Evaluation
- 12 - Crime Victim/Witness

Problem Identification

PID1: Describe the problems, issues, or concerns this funding will address and describe why this project is a priority for your organization.

The funds will address safety concerns throughout Palm Beach County's School District Police Department and the Florida Atlantic University Law Enforcement Agency. Many police departments and supporting law enforcement entities in Palm Beach County lack the necessary funds to purchase crucial equipment, such as Breaching Backpacks, which are especially important in light of incidents like the one at Stoneman Douglas High School in Broward County. Due to budget cuts, these agencies are using outdated equipment.

To ensure community safety and enable officers to perform their duties effectively, additional equipment is urgently needed. This includes items such as RatKits in Carry Bags, Portable Breath Testers, and Tint Meters. Many law enforcement agencies' budgets do not allocate funds for these essential items.



PID2: What actions are your organization currently taking to help address the problems/issues/concerns described above?

This is not a new issue in Palm Beach County. This equipment would significantly enhance the work of agencies. Safety is a top priority in Palm Beach County, and the CJC is committed to ensuring the safety of communities countywide.

One of the LEPC's purposes is to identify and assess policy issues that impact the CJC and law enforcement agencies on a countywide basis. Discussions with the Palm Beach County Association of Chief of Police have revealed that many are facing budget cuts due to the economic downturn. A significant portion of their budgets is allocated to staffing and benefits, leaving little room to address equipment needs. The Chiefs want to make sure the school's safety concerns are being addressed.

This funding will help resolve this issue by providing the necessary equipment. The CJC is tasked with studying all aspects of the criminal justice and crime prevention systems within federal, state, county, municipal, and private agencies within Palm Beach County. This equipment will address various safety concerns identified through assessments of different agencies.

PID3: Is this project a continuation from the previous year or other federal funding source?

- Yes
- No

Scope of Work

Personnel

Will you be using funds to support personnel costs (FTE, OPS, etc. – not including overtime)?

- Yes
- No

Overtime

Will you be using funds to support overtime pay?

- Yes
- No

Travel and Training

Will you be using funds to support travel and/or training costs?

- Yes
- No

Equipment and/or Supplies

Will you be using funds to support the purchase of equipment and/or supplies?

- Yes
- No

Definitions

Equipment is defined as any item that will be assigned a property tag and routinely inventoried or tracked (as per your agency's property management policies). These items are typically assigned to an individual and/or location in a property management system. Examples include: computers, laptops, weapons, or other items exceeding your agency's OCO threshold. All other items are considered **Supplies** for the purposes of this award.

Briefly describe the items to be purchased and how they are critical to addressing the problem described above.

This funding will address the issue by providing essential equipment. The CJC is responsible for studying all aspects of the criminal justice and crime prevention systems within federal, state, county, municipal, and private agencies in Palm Beach County. This equipment will tackle various safety concerns identified through assessments of different agencies.

Palm Beach County will be purchasing equipment for school law enforcement agencies to address safety concerns, particularly in light of the increased need for resources to handle new threats such as active shootings. The expected outcome is to enhance the safety and



well-being of officers and students throughout Palm Beach County. As technology advances, officers require updated equipment to ensure increased accuracy and effectiveness in violent situations.

The Palm Beach County School District Police Department needs RatKits for their districts to respond instantly to active shooting events. The Florida Atlantic University Police Department is requesting Portable Breath Testers and Tint Meters. The Breath Testers are specifically needed for testing students under 21, which differs from those used for individuals 21 and older. This equipment will contribute to maintaining campus safety.

Will any of the items procured under this award be transferred to another entity upon receipt (i.e., a County is purchasing an item for a local Police Department)?

- Yes (a special condition will be added to the award)
- No

Method of Procurement

If any item described above will not be purchased via non-competitive procurement or state-term/alternate source contract, OCJG must ensure quotes and/or bids are obtained as defined by your agency's procurement policy or federal policy. This documentation must be maintained on file and provided to OCJG upon request at the time of reimbursement or monitoring.

Sole Source Rules and Limitations

The use of non-competitive procurement methods (i.e. sole source) for grant-funded purchases is strongly discouraged. However, there are three scenarios in which sole source is allowable:

1. **The item or service is only available from one source.** This does not mean a particular brand name of a product justifies a sole source, it is the item itself. For example, procuring electronic control devices cannot be a sole source because these less-lethal devices are available to purchase from Taser International and various other vendors. NOTE: Vendor sole source letters are not sufficient justification for noncompetitive purchases.
2. **A public emergency** exists that will result in harmful delays if formal competition is required. This requires official written declaration of the public emergency by an authorized official (i.e. President, Governor, Mayor, etc.). The ability to purchase non-competitively under a declaration of public emergency expires when the written declaration expires.
3. **Inadequate competition** was noted after soliciting a number of sources. Documentation of the solicitations from each source must be maintained to support the non-competitive procurement.

Applicants who plan to utilize grant funds for non-competitive procurement **MUST** complete an OCJG Sole Source Justification Approval form for pre-approval by OCJG. Sole source purchases in excess of \$250,000 require OCJG to submit a GAM to DOJ for federal pre-approval. Additional information may be required by your OCJG grant manager.

Your OCJG grant manager will inform you if your sole source request has been pre-approved. If your sole source request is not pre-approved by OCJG and/or DOJ, quotes and/or bids must be obtained and provided to OCJG as required by your organization's procurement policy. This documentation must be maintained on file and provided to OCJG prior to reimbursement or at the time of monitoring. Sole source justification provided after the purchase has already been made will not be accepted.

Are any items being procured non-competitively (i.e. sole source)?

- Yes
- No

State-Term or Alternate Source Contracts

State-Term Contracts: Recipients utilizing these types of contracts must provide the Florida State-Term Contract number at the time of application (if known).

Alternate Source Contracts: Federal procurement regulations allow for grant-funded items to be



piggybacked off of existing contracts with other entities. This is known as "alternate source" contracting and is often used by OCJG recipients. Recipients utilizing an alternate source contract are required to describe the contract and provide the contract number (if known).

If the contract number is not known at the time of application, it must be provided at the time of reimbursement.

Are any items being procured from an existing Florida State-Term Contract?

- Yes
- No

Are any items being procured from any other Alternate Source Contract (GSA, NASPO, piggybacking existing contract, etc.).

- Yes
- No

Third-Party Services

Will you be using funds to support third-party services (consulting services, contractual services, and/or subawards)?

- Yes
- No

Indirect Costs

Federal recipients may elect to use a portion of funding for indirect costs.

Will you be using funds to support indirect costs?

- Yes
- No

Other Costs

Will you be using funds to support "other" costs not captured in any of the categories above?

- Yes
- No

Program Generated Income (PGI)

Grant-funded activities may generate revenues for the recipient organization. Examples of program income activities include but are not limited to: asset seizures/forfeitures, registration/tuition fees collected from hosted events, interest earned on advance award funds, membership fees, court-ordered attorney's fees, and fees/fines for failed drug tests. All program income must be accounted for, reported, and expended in accordance with Section 3.4 of the DOJ Grants Financial Guide.

Will any proposed grant activities generate Program Income?

- Yes (a special condition will be added to the award)
- No

JAG Pre-Approvals

BJA has provided guidance regarding prohibited and controlled expenditures. A guide for expenditures made during or after Federal Fiscal Year 2023 may be found here: FY23 Prohibited Expenditures

A separate guide exists for expenditures made during Federal Fiscal Year 2015 through Fiscal Year 2022: FY15-FY22 Prohibited Expenditures

See BJA's JAG FAQs for more information on the approval process. OCJG grant managers will review the



application and seek more information for any items that may require BJA pre-approval.



JAG Program - Certifications & Forms

Forms/Certifications Required for All Applicants

Lobbying, Debarment, and Drug Free Workplace

All recipients are required to complete and upload a **Lobbying, Debarment, and Drug Free Workplace Certification**. A separate certification must be signed for **EACH** application.

Upload the completed certification below.

PBC Lobbying-Debarment-and-Drug-Free-Certification_Revised-11-02-22 signed by the Mayor.pdf

Subrecipient Management Questionnaire

All recipients are required to complete and upload a **Subrecipient Management Questionnaire (SMQ)** with their application. This form is used to help evaluate the recipient organization's existing internal controls related to the management of federal grant funds. OCJG will utilize this form as a "risk assessment" to determine the appropriate level of monitoring (desk or onsite) for the award.

Additional supporting documentation may be required, such as a **Single Audit Certification**. Refer to the checklist on page 6 of the completed SMQ for more information.

Upload the completed SMQ form below.

PBC SMQ-Revised-09.19.2023 signed by the Mayor.pdf

Upload additional supporting documentation to accompany your completed SMQ, such as a Single Audit Certification or updated procurement policy.

Equal Employment Opportunity (EEO)

Civil Rights Training

As a condition of the federal JAG award, OCJG requires all recipients (and subrecipients) to complete a two part **Civil Rights Training** and provide copies of the training certificates upon request. To access the training, please visit our **Civil Rights Training for Grantees** webpage. At a minimum, the recipient grant manager must complete the training. These certificates do not expire and may be utilized for future awards.

Have you completed the Civil Rights Training for Grantees modules?

- Yes
 No (a condition will be added to award)

Upload copy of Civil Rights Training for Grantees certificates for the individual designated as Recipient Grant Manager.
Certificate of Completion - Module 1 Kshover.pdf, Certificate of Completion - Module 2 Kshover.pdf, DCD Certificate of Completion - Module 1 OJP Civil Rights Grants Requirements updated.pdf, DCD Certificate of Completion - Module 2 Civil Rights Special OJP Civil Rights Requirements update.pdf

EEO Certification (EEOC)

All recipients are required to submit an EEO Certification (EEOC) annually.

OJP's Office for Civil Rights now requires **all** recipients to obtain EEO Certification via their online **EEO Reporting Tool**. As a result, the PDF certification is no longer valid. OCJG will continue to accept these forms on a temporary basis, however, digital EEO Certifications obtained from OCR must be obtained and



provided at the time of monitoring.

Upload completed EEO Certification below.
PBC EEOC signed by the Mayor.pdf

Answer the following questions to determine if your agency is required to submit an EEO Plan (Utilization Report) to DOJ's Office of Civil Rights:

Does your organization have 50 employees or more?

- Yes
- No

Did your organization receive a single award of \$25,000 or more from any U.S. Department of Justice grant program in the last fiscal year?

- Yes
- No

NEW EEOP REQUIREMENTS FOR 2023

Recipients with 50 employees or more who also receive \$25,000 or more in funding from the U.S. Department of Justice (regardless of if it is passed through FDLE), must develop and submit an EEO Plan (which includes a Utilization Report) to DOJ's Office of Civil Rights (OCR) via their EEO Reporting Tool. Previously, recipients who received between \$25,000 and \$499,999 were asked to maintain a copy of their EEO Plan "on file". However, OCR is now requiring EEO Plans to be submitted electronically. These recipients will not receive an EEO Approval Letter, but will be spot-checked for compliance. OJP's Office for Civil Rights has published both an FAQ and an EEO Reporting Tool Job Aid to assist recipients with this process.

As a result of this policy, EEO-4's and internal EEO policies may no longer be utilized as proof of compliance. OCJG will continue to accept these documents on a temporary basis, however, proof of submission to OCR must be obtained and provided at the time of monitoring.

Based on your response, you are required to submit an EEO Utilization Report to OCR. Upload a copy of your most recently submitted Utilization Report below.

Affirmative Action Plan 2017_2018.pdf

Answer the following question to determine if your agency is required to obtain an EEO Plan Approval Letter from DOJ's Office of Civil Rights:

Does your organization receive a single award of \$500,000 or more from any U.S. Department of Justice grant program?

- Yes
- No

No approval letter required.

Based on your response, you are not required to obtain an EEO Approval Letter. You may move to the next section.

Project Specific Certifications



Ballistic Vests

Recipients proposing the use of grant funds to procure ballistic vests or plate carriers must ensure the vests are American-made, ordered to fit the user, and are compliant with NIJ Ballistic/Stab Standards. In addition, recipients purchasing routine-duty body armor must complete the Ballistic Vests (Mandatory Wear) Certification with their application.

Does this application propose the use of grant funds for ballistic vests?

- Yes (a condition will be added to award)
- No

Body Worn Cameras

Recipients proposing the use of grant funds to procure body worn camera equipment and supplies must complete the Body Worn Camera Policy Certification with their application.

NOTE: Grant funds will only reimburse for licensing, data storage, and warranties during the project period. If costs extend past the project period, they will be pro-rated from the date of purchase.

Does this application propose the use of grant funds for body cameras?

- Yes (a condition will be added to award)
- No

Telecommunications and Video Surveillance Services and/or Equipment

Recipients proposing the use of grant funds to procure telecommunications and/or video surveillance equipment and/or services must complete a TVS Certification with their application. For more information on this requirement, please review the FAQs and the training posted to OCJG's webpage. Examples of TVS equipment include but are not limited to: cameras/webcams, DVR's, computers/laptops, servers, televisions, monitors, "smart" boards, and radios.

Does this application propose the use of grant funds for telecommunications or video surveillance services and/or equipment?

- Yes (a condition will be added to award)
- No

Suitability to Work With Minors (SWIM)

Recipients OR subrecipients (at any tier) who plan to use grant funds for activities that involve working with or interacting with minors (individuals under the age of 18), must provide a Suitability to Work and/or Interact with Minors Certification (SWIMC). For more information, review the training session posted on our website and the condition language on OJP's website.

Does this application's project, as described in the scope of work, indicate ANY activities may involve working with, or interacting with, minors?

- Yes (a condition will be added to award)
- No

Confidential Funds

Recipients proposing the use of grant funds to support confidential fund activities must complete the Confidential Funds Certification with their application. Additionally, recipients must have written policies and



procedures to ensure confidential funds are managed in accordance with federal guidelines. Agencies who do not have a written policy may consider formalizing and adopting polices based off of the sample policy provided on our website.

Does this application propose the use of grant funds to support confidential fund activities?

- Yes
- No

Task Force Activities

Recipients proposing to use funds to support task force personnel, overtime, equipment, or contracted positions must provide a task force personnel roster at the time of application. In addition, the recipient is responsible for ensuring all task force members complete the required BJA Center for Task Force Integrity and Leadership online training courses once every four years. Certificates of completion for each member on the roster must be provided to OCJG at the time of application. If any task force members have not completed the training or have expired certificates, valid certificates must be provided to OCJG within 90 days of award.

Does this application propose the use of grant funds to support task force personnel, overtime, equipment, or contracted positions?

- Yes (a condition will be added to award)
- No

National Environmental Policy Act (NEPA)

NEPA requirements apply to any federal project (including grants) that might have a significant impact on the quality of the human environment. The following projects require OCJG to obtain approval from BJA's NEPA coordinator:

Projects involving construction, expansion, or renovation of existing facilities. This includes ANY project that involves ground disturbing activities such as the installation of a fence or pole. Site planning documentation such as maps, photos, plans, renderings, etc. will be required.

Projects involving the use of chemicals, such as while processing forensic evidence.

These projects will be reviewed by the NEPA coordinator to ensure they are not located within or will potentially affect any of the following: a 100-year flood plain; a wetland; important farmland; a proposed or listed endangered or threatened species; a proposed or listed critical habitat; a property that is listed or eligible for listing on the National Register of Historic Places; an area within an approved State Coastal Zone Management Program; a coastal barrier or a portion of a barrier within the Coastal Barrier Resources System; a river or portion of a river included in or designated for potential addition to the Wild and Scenic Rivers System; a designated or proposed Wilderness Area; a sole source aquifer recharge area designated by the EPA; nearby religious or cultural sites; nearby minority, indigenous, low-income, or other sensitive populations. In addition, the NEPA coordinator will evaluate the impact the project may have on noise pollution, and review recipient protocols for the handling of hazardous waste, solid waste, and uncontrolled air emissions (if applicable to the project).

If the proposed project is affected, recipients must complete and upload a BJA CATEX Checklist at the time of application. Projects involving "minor renovation or remodeling" are excluded from NEPA requirements, but additional documentation may be required by your OCJG grant manager to reach this determination.

Any expenses incurred prior to NEPA approval are spent "at risk". If BJA denies the request, NEPA-related expenses will not be eligible for reimbursement.

Refer to BJA's NEPA Guidance document for more information.

Does this application propose the use of grant funds for construction, expansion, or renovation projects, or a project involving the use of chemicals (EXCLUDING meth lab operations)?



- Yes (a withholding of funds condition will be added to the award)
- No

Methamphetamine Laboratory Operations

Recipients with projects relating to clandestine meth lab operations, including their identification, seizure, or closure (i.e. clean-up), must provide copy of their agency's Methamphetamine Mitigation Plan to OCJG. The plan will be submitted to BJA to ensure it complies with NEPA requirements. Any expenses incurred prior to BJA approval are spent "at risk". If BJA denies the request expenses related to meth lab operations will not be eligible for reimbursement.

Does this application propose the use of grant funds for the identification, seizure, or closure (clean up) of a clandestine meth lab?

- Yes (a withholding of funds condition will be added to the award)
- No



JAG Program - Grant Contact Information

Recipient Grant Manager Contact Information

This individual serves as a primary point-of-contact and is responsible for:

- ensuring the project is progressing on time and promptly notifying their FDLE grant manager of any delays;
- overseeing all programmatic and financial reporting; and
- ensuring overall compliance with the grant agreement.

GM Name (First Last)

Dawn Caveness-Davenport

GM Title

Senior Criminal Justice Analyst

GM Address 1

301 N Olive Ave #1001

GM Address 2

GM City

West Palm Beach

GM State

FL

GM Zip Code+4 (XXXXX-XXXX)

33401

GM Phone Number (XXX-XXX-XXXX)

561-355-3396

GM Email Address

Dcavenes@pbc.gov

Chief Official Contact Information

This individual is the agency head for the eligible recipient.

The eligible recipient for the JAG program is a state agency or unit of local government. Examples of Chief Officials may include: Chairperson, Mayor, Executive Director, Secretary, Commissioner, etc.

CO Name (First Last)

Maria Sachs

CO Title

Mayor

CO Address 1

301 N Olive Avenue

CO Address 2

CO City

West Palm Beach



CO State

FL

CO Zip Code+4 (XXXXX-XXXX)

33401

CO Phone Number (XXX-XXX-XXXX)

561-355-2205

CO Email Address

msachs@pbc.gov

Will the Chief Official be designating another individual to execute agreements on their behalf?

Yes

No

Chief Financial Officer (CFO) Contact Information

This individual is responsible for the recipient's accounting system, financial management, and certifying claim reports submitted for payment.

CFO Name (First Last)

Joseph Abruzzo

CFO Title

Clerk and Comptroller

CFO Address 1

301 N. Olive Avenue 9th Floor

CFO Address 2

CFO City

West Palm Beach

CFO State

FL

CFO Zip Code+4 (XXXXX-XXXX)

33401

CFO Phone Number (XXX-XXX-XXXX)

561-355-4995

CFO Email Address

jabruzzo@mypalmbeachclerk.com

Additional Grant Contact

Is there an additional grant point-of-contact (POC) you wish to add to the grant file?

Yes

No

POC Name (First Last)

Katherine Shover

POC Title

Criminal Justice Systems Manager



Equipment for Law Enforcement Agencies Countywide
Palm Beach County Board of Commissioners

POC Phone Number (XXX-XXX-XXXX)
561-355-6877

POC Email Address
kshover@pbcgov.org



Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Total Budgeted
D. Equipment		
Law enforcement agencies equipment	\$107,859.00	\$107,859.00
Subtotal	\$107,859.00	\$107,859.00
<hr/>		
Total Proposed Cost	\$107,859.00	\$107,859.00

Revenue Budget

	Grant Funded	Total Budgeted
Grant Funding		
Award Requested	\$107,859.00	\$107,859.00
Subtotal	\$107,859.00	\$107,859.00
<hr/>		
Total Proposed Revenue	\$107,859.00	\$107,859.00

Proposed Budget Detail

See attached spreadsheet.

Proposed Budget Narrative

D. Equipment

List each NON-EXPENDABLE item to be purchased. Typically, these are items over \$5,000, or items that are routinely inventoried by your organization. Each line item description MUST contain the calculation (unit price and quantity) used to arrive at the funded amount. EXAMPLE: 3 laptops @ \$1,500 each (including associated peripherals such as case, keyboard, docking station, etc.) = \$4,500.

Law enforcement agencies equipment

1) Portable Breath Testers- 4 Kits and 3 packages of mouth pieces for \$2044.00 2) 7 Tint meters for \$836.50 3) 205 RatKitT in Carry bag for \$104,978.50 Total- \$107,859.00



Countywide Reentry Program-City of Riviera Beach

Prepared by Palm Beach County Board of Commissioners
for Florida Department of Law Enforcement JAG23 - Countywide

Submitted by Dawn Caveness-Davenport

Submitted on 09/12/2024 3:35 PM Eastern Standard Time



Opportunity Details

Opportunity Information

Title

JAG23 - Countywide

Description

This opportunity is available to units of local government who receive annual appropriations under Florida's Justice Assistance Grant (JAG) Program.

Awarding Agency Name

U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance

Agency Contact Phone

850-617-1250

Agency Contact Email

criminaljustice@fdle.state.fl.us

Subjects

Edward Byrne Memorial Justice Assistance Grant (JAG), JAG - Countywide (JAGC)

Opportunity Posted Date

7/17/2024

Announcement Type

Initial Announcement

Assistance Listings Number

16.738

Public Link

<https://www.gotomygrants.com/Public/Opportunities/Details/8f5565cf-f0c4-4d1d-9d23-78c28ab0fc0f>

Is Published

Yes

Funding Information

Opportunity Funding

\$7,534,272.00

Funding Sources

Federal Or Federal Pass Through

Award Information

Award Period

10/01/2022 - 09/30/2026

Award Type

Non Competitive

Indirect Costs Allowed

Yes



Matching Requirement

No

Submission Information

Submission Window

07/17/2024 12:05 AM - 09/16/2024 11:55 PM

Submission Timeline Type

One Time

Eligibility Information

Eligibility Type

Private

Eligible Applicants

- County Governments
- City or township governments
- Native American tribal governments (Federally recognized)

Additional Eligibility Information

Eligible applicants are limited to units of local government. A unit of local government is defined as a city, county, town, township, borough, parish, village, or other general-purpose political subdivision of the state, including Native American Tribes who perform law enforcement functions as determined by the Secretary of the Interior.

Additional Information

Additional Information URL

<https://www.fdle.state.fl.us/Grants/Home.aspx>

Additional Information URL Description

This site contains information regarding the various programs, funding opportunities, and forms managed by the Office of Criminal Justice Grants. Contact information and additional resources can also be found on this site.



Project Information

Application Information

Application Name
Countywide Reentry Program-City of Riviera Beach

Award Requested
\$240,228.00

Total Award Budget
\$240,228.00

Primary Contact Information

Name
Dawn Caveness-Davenport

Email Address
Dcavenes@pbc.gov

Address
301 N. Olive Avenue
West Palm Beach, FL 33401

Phone Number
(561) 355-3396



Project Description

JAG Program - Project Summary

Applicant and Award Information

NEW REQUIREMENT: Applicant Organization

Due to restrictions in functionality, OCJG is requiring the Applicant User's organization to match the Eligible Recipient's organization. The organization listed below your name at the top of the screen **MUST match the name of the Eligible Recipient you are creating this application for.**

- **If you are registered with the Eligible Recipient organization:** close the application window, switch profiles in AmpliFund, and click on the application link again to apply.
- **If you are not registered with the Eligible Recipient organization:** contact the assigned grant manager at the Eligible Recipient's organization and instruct them to apply. If the Eligible Recipient does not have a dedicated grant manager: you may need to contact them and ask to be added to their organization's profile. Contact your assigned OCJG grant manager for more information.

Eligible Recipients of JAG Funds

Eligible recipients are limited to units of local government. A unit of local government is defined as a city, county, town, township, borough, parish, village, or other general-purpose political subdivision of the state, including Native American Tribes who perform law enforcement functions as determined by the Secretary of the Interior. The eligible recipient cannot be a police department, sheriff's office, or other division of a unit of local government.

Enter the name of the Eligible Recipient.

Palm Beach County Board of County Commissioners

Is the Eligible Recipient a State Agency (i.e. Department of Corrections or other State of Florida agency)?

- Yes
- No

In which county is the Eligible Recipient located?

Palm Beach ▾

What is the Eligible Recipient's SAM Unique ID number (UEI)?

XL2DNFMPCR44

Upload a copy of the Eligible Recipient's active SAM registration below.

PBC Sam.gov Registration.pdf

NEW REQUIREMENT: E-Verify

Section 448.095, Florida Statutes, went into effect on July 1, 2023. All State of Florida agencies, including FDLE, are required to verify award recipients are registered with and use the E-Verify system. Eligible Recipients who are not registered with E-Verify will NOT be eligible for JAG funds. Applicants may use E-Verify's Employer Search Tool to verify their agency is registered.

Is the Eligible Recipient registered as a participating employer in the E-Verify System?

- Yes



No (award cannot be issued until registered)

Payment Information

What is the Eligible Recipient's FEID number (FLAIR Vendor ID)?
596000785

Project Information

Project Period and Reporting Frequency

NOTE: Projects must be at least six months in length. The final length of the project period will be determined at the time of award approval. No projects will extend past the federal award end date.

Desired Start Date of the Project

10/1/2024

Desired End Date of the Project

9/30/2025

Please select your desired reporting frequency for submitting payment requests AND performance reporting.

Quarterly

Performance Activity Area

Select the activity below that best aligns with the activities to be performed under this award. Refer to OCJG's Activity Area Definitions guide for more information.

Select the appropriate activity area for this project.

- 01 - Law Enforcement
- 02 - Crime Lab/Forensics
- 03 - Crime Prevention
- 04 - Prosecution
- 05 - Public Defense
- 06 - Courts
- 07 - Corrections
- 08 - Community Corrections
- 09 - Reentry Services
- 10 - Behavioral Health
- 11 - Assessment/Evaluation
- 12 - Crime Victim/Witness

Problem Identification

PID1: Describe the problems, issues, or concerns this funding will address and describe why this project is a priority for your organization.

Reentering the community after an arrest or years of incarceration presents numerous challenges, both short-term and long-term. Individuals with a criminal history are nearly ten times more likely to experience homelessness compared to those without such a history. Additionally, they are twice as likely to re-offend if they lack stable housing, primarily due to difficulties in accessing secure housing. Over the recent years, Palm Beach County (PBC) has witnessed a significant rise in the cost of living, resulting in approximately 50% of our returning residents facing housing instability.

In FY23, 1,064 individuals from the Florida Department of Corrections (FDC) were released back into the community in PBC. The enrollment data for PBC's Reentry program in FY23 showed consistency with FY22: 60% of new enrollees were released from state



prison, 14% from juvenile residential facilities, and 25% from local jails. Given the high number of individuals returning to our county from FDC and local jails, it is essential to have multiple agencies capable of providing these crucial reentry services.

Due to Florida’s sentencing structure, most individuals released from prison serve their full sentences and are released without community supervision, except for those convicted of sex offenses. This presents challenges and underscores the importance of connecting returning citizens to local reentry programs within the first three years of their release. All individuals released from prison must register as felons at the Palm Beach County Sheriff’s Office (PBSO) within 48 hours.

In place of traditional community supervision, funding from this solicitation will enable the City of Riviera Beach Reentry Center (RB) to offer reentry case management services. These services will assist returning residents in transitioning back into the community, use evidence-based practices, and address criminogenic needs. Additionally, this funding will help eliminate barriers by providing transitional jobs, transitional housing or rental assistance, vocational training and certifications, and bus passes.

- (1) <https://www.prisonpolicy.org/reports/housing.html>
- (2) https://nlhc.org/sites/default/files/2016AG_Chapter_6-6.pdf

PID2: What actions are your organization currently taking to help address the problems/issues/concerns described above?

Currently, Palm Beach County Reentry receives funding from federal, state, and local sources. The county contracts with the City of Riviera Beach Reentry Center (RB) to provide both pre-and post-release services to moderate to high-risk individuals returning to PBC after a period of incarceration.

RB offers intensive case management with individualized case plans. Support services are tailored to identified needs and may include:

- Pro-Social Activities/Events
- Transportation
- Post-Release Employment Assistance
- Transitional Jobs (TJ)
- Vocational Training
- Cognitive Behavioral Interventions (CBI)
- Mediation/Medical Assistance
- Financial Identification Assistance
- Basic Needs
- Basic Technology Needs
- Housing

RB employs the Risk-Needs-Responsivity (RNR) model to guide the reentry process, predicting recidivism risk and addressing criminogenic needs with appropriate programs based on individual needs.

PID3: Is this project a continuation from the previous year or other federal funding source?

- Yes
- No

PID4: Provide the previous award number, project period, and describe the activities completed under the previous award.

C-R7082 - October 1, 2023, to September 30, 2024

The City of Riviera Beach provided intensive case management for our Reentry Program. Services included individualized case planning that focuses on areas such as vocational, transportation, pro-social, mental health, substance use disorder, employment, education and cognitive based programming amongst other critical areas.

Scope of Work

Personnel

Will you be using funds to support personnel costs (FTE, OPS, etc. – not including overtime)?

- Yes
- No

Overtime



Will you be using funds to support overtime pay?

- Yes
- No

Travel and Training

Will you be using funds to support travel and/or training costs?

- Yes
- No

Equipment and/or Supplies

Will you be using funds to support the purchase of equipment and/or supplies?

- Yes
- No

Third-Party Services

Will you be using funds to support third-party services (consulting services, contractual services, and/or subawards)?

- Yes
- No

Briefly describe the purpose and importance of the third-party services each vendor will provide, the name of the chosen vendor, and how their services are critical to addressing the problem described above. If a vendor has NOT been chosen: describe the purpose and importance of the desired services and an anticipated date of vendor selection.

The City of Riviera Beach Reentry Center will provide intensive case management and support services to enrolled participants both pre- and post-release. In an effort to reduce recidivism and successfully transition justice involved individuals back into the community, The City of Riviera Beach Reentry Center conducts a risk/needs assessment to determine an individual's top dynamic criminogenic needs (antisocial behavior, antisocial personality pattern, antisocial cognition, antisocial associates and peers, family and/or marital relationship, school and/or work, leisure and/or recreation and substance use). By addressing their identified needs with appropriate programming, and utilizing Motivational Interviewing techniques they can directly impact the reduction in recidivism. These critical services also allow for returning individuals to obtain employment, housing and other crucial basic needs.

Third-Party Relationship Determinations

Applicants must complete a Third Party Determination Checklist for EACH selected third-party vendor/provider. If a vendor has not been selected: enter "TBD" as the Third Party Name and answer according to the services that will be provided.

Upload a completed "Third Party Determination Checklist" for EACH proposed third-party vendor/service.

Third-Party-Determination-Checklist-06-26-24.pdf

NEW REQUIREMENT: Third-Party E-Verify

Section 448.095, Florida Statutes, requires Recipients to verify ALL third-party contractors/vendors are registered with and use the E-Verify system. Recipients may use E-Verify's Employer Search Tool to ensure each third-party contractor/vendor is registered. In addition, all third-party agreements must contain, or be amended to contain, language ensuring the vendor complies with E-Verify requirements. Withholding of Funds conditions will be added to the award until verification of compliance with this requirement is provided to OCJG.

Have you verified EACH third-party vendor is registered as a participating employer in the E-Verify system?

- Yes
- No (a withholding of funds condition will be added to the award)



Does EACH third-party agreement contain language requiring the third-party to utilize the E-Verify System?

- Yes
- No (a withholding of funds condition will be added to the award)

Third-Party Consultants

Did any of the determination checklists result in a CONSULTANT determination?

- Yes
- No

Third-Party Contracts

Did any of the determination checklists result in a CONTRACTOR determination?

- Yes
- No

Third-Party Subawards

Did any of the determination checklists result in a SUBRECIPIENT determination?*

- Yes
- No

Does your organization have written policies that outline the requirements for procurement, management, and monitoring of tiered subawards made under a federal award?

- Yes
- No (a withholding of funds condition will be added to the award)

Upload a copy of your organization's policies and/or procedures for tiered subawards made under a federal award.
CW-L-049.pdf

Do you have executed agreements with each third-party SUBRECIPIENT?

- Yes
- No (a withholding of funds condition will be added to the award)

Upload copies of your executed third-party subaward agreement(s). All third-party agreements must contain, or be amended to contain, language ensuring the subrecipient complies with E-Verify requirements.

Contract FINAL RB AdVal FDLE.pdf

Do any of the subaward agreements indicate the subrecipient will charge unit costs?

- Yes
- No

Provide justification for the use of unit costs, and briefly describe the items/services included in the agreement. These may include: salaries, fringe benefits, equipment, supplies, travel, third-party contracts, "other" costs, etc. Detailed calculations should be provided in a separate file to be uploaded below.

Unit costs are used to reimburse the agency upon rendering services, rather than directly reimbursing staff. These costs include salaries and fringe benefits and are calculated based on allowable paid time off, meetings, and other job duties not directly related to service provision.

Upload a copy of the subrecipient's unit cost calculations.

Unit Rate Breakdown.xlsx



Recipients who request federal funds for a third-party "SUBRECIPIENT" must meet the following requirements, as they are now considered a pass-through entity. For more information on the responsibilities associated with third-party subawards and your requirements as a pass-through entity, please visit our [Tiered Subrecipients webpage](#).

Upon execution of each Third-Party Agreement with a Subrecipient, the pass-through entity (the Recipient) is required to:**

- (1) Submit a copy of the executed agreement to OCJG. All third-party agreements must contain, or be amended to contain, language ensuring the vendor complies with E-Verify requirements.**
- (2) Complete a "[Third-Party Certificate of Subaward](#)" for each executed agreement and submit a copy to OCJG. A copy of this form should be provided to the third-party subrecipient for their records.**
- (3) Submit documentation of the third-party subrecipient's active SAM registration to OCJG. The Recipient is responsible for ensuring their subrecipient is registered in [SAM.gov](#) and maintains an active registration for the life of the subaward.**

****OCJG must have all of these items on file before payment requests for the third-party subrecipient will be approved.**

Upload completed "Third-Party Certificate of Subaward".
Third-Party-Certificate-of-Subaward_Revised-04-30-24.pdf

Upload active SAM registration for each third-party subrecipient.
SAM.gov.png

At the time of monitoring, the pass-through entity (the Recipient) is required to:

- (1) Submit copies of the third-party subrecipient's [EEO Certification](#) and [EEO Plan/Approval Letter](#) (if applicable) to OCJG. The recipient is responsible for ensuring their third-party subrecipient is compliant with all Equal Employment Opportunity (EEO) Program requirements for the life of the subaward.**
- (2) Provide a completed "[Third-Party Subaward Risk Assessment](#)" for each executed agreement to OCJG.**
- (3) Provide documentation of monitoring and performance for their third-party subrecipient by completing the "[Third-Party Monitoring Questionnaire](#)".**
- (4) Provide documentation of the third-party subrecipient's compliance with E-Verify requirements as specified in [Section 448.095, F.S.](#)**

Indirect Costs

Federal recipients may elect to use a portion of funding for indirect costs.

Will you be using funds to support indirect costs?

- Yes
- No

Other Costs

Will you be using funds to support "other" costs not captured in any of the categories above?



- Yes
- No

Program Generated Income (PGI)

Grant-funded activities may generate revenues for the recipient organization. Examples of program income activities include but are not limited to: asset seizures/forfeitures, registration/tuition fees collected from hosted events, interest earned on advance award funds, membership fees, court-ordered attorney's fees, and fees/fines for failed drug tests. All program income must be accounted for, reported, and expended in accordance with Section 3.4 of the DOJ Grants Financial Guide.

Will any proposed grant activities generate Program Income?

- Yes (a special condition will be added to the award)
- No

JAG Pre-Approvals

BJA has provided guidance regarding prohibited and controlled expenditures. A guide for expenditures made during or after Federal Fiscal Year 2023 may be found here: [FY23 Prohibited Expenditures](#)

A separate guide exists for expenditures made during Federal Fiscal Year 2015 through Fiscal Year 2022: [FY15-FY22 Prohibited Expenditures](#)

See [BJA's JAG FAQs](#) for more information on the approval process. OCJG grant managers will review the application and seek more information for any items that may require BJA pre-approval.



JAG Program - Certifications & Forms

Forms/Certifications Required for All Applicants

Lobbying, Debarment, and Drug Free Workplace

All recipients are required to complete and upload a Lobbying, Debarment, and Drug Free Workplace Certification. A separate certification must be signed for EACH application.

Upload the completed certification below.

Lobbying, Debarment and Drug Free Workplace Certification.pdf

Subrecipient Management Questionnaire

All recipients are required to complete and upload a Subrecipient Management Questionnaire (SMQ) with their application. This form is used to help evaluate the recipient organization's existing internal controls related to the management of federal grant funds. OCJG will utilize this form as a "risk assessment" to determine the appropriate level of monitoring (desk or onsite) for the award.

Additional supporting documentation may be required, such as a Single Audit Certification. Refer to the checklist on page 6 of the completed SMQ for more information.

Upload the completed SMQ form below.

Subaward Management Questionnaire (SMQ).pdf

Upload additional supporting documentation to accompany your completed SMQ, such as a Single Audit Certification or updated procurement policy.

Equal Employment Opportunity (EEO)

Civil Rights Training

As a condition of the federal JAG award, OCJG requires all recipients (and subrecipients) to complete a two part Civil Rights Training and provide copies of the training certificates upon request. To access the training, please visit our Civil Rights Training for Grantees webpage. At a minimum, the recipient grant manager must complete the training. These certificates do not expire and may be utilized for future awards.

Have you completed the Civil Rights Training for Grantees modules?

- Yes
 No (a condition will be added to award)

Upload copy of Civil Rights Training for Grantees certificates for the individual designated as Recipient Grant Manager.

RB_FDLE Civil Rights Training.pdf, JH_Civil Rights Certifications.pdf

EEO Certification (EEOC)

All recipients are required to submit an EEO Certification (EEOC) annually.

OJP's Office for Civil Rights now requires all recipients to obtain EEO Certification via their online EEO Reporting Tool. As a result, the PDF certification is no longer valid. OCJG will continue to accept these forms on a temporary basis, however, digital EEO Certifications obtained from OCR must be obtained and provided at the time of monitoring.



Upload completed EEO Certification below.
EEOP Certification Form.pdf

Answer the following questions to determine if your agency is required to submit an EEO Plan (Utilization Report) to DOJ's Office of Civil Rights:

Does your organization have 50 employees or more?

- Yes
- No

Did your organization receive a single award of \$25,000 or more from any U.S. Department of Justice grant program in the last fiscal year?

- Yes
- No

NEW EEOP REQUIREMENTS FOR 2023

Recipients with 50 employees or more who also receive \$25,000 or more in funding from the U.S. Department of Justice (regardless of if it is passed through FDLE), must develop and submit an EEO Plan (which includes a Utilization Report) to DOJ's Office of Civil Rights (OCR) via their EEO Reporting Tool. Previously, recipients who received between \$25,000 and \$499,999 were asked to maintain a copy of their EEO Plan "on file". However, OCR is now requiring EEO Plans to be submitted electronically. These recipients will not receive an EEO Approval Letter, but will be spot-checked for compliance. OJP's Office for Civil Rights has published both an FAQ and an EEO Reporting Tool Job Aid to assist recipients with this process.

As a result of this policy, EEO-4's and internal EEO policies may no longer be utilized as proof of compliance. OCJG will continue to accept these documents on a temporary basis, however, proof of submission to OCR must be obtained and provided at the time of monitoring.

Based on your response, you are required to submit an EEO Utilization Report to OCR. Upload a copy of your most recently submitted Utilization Report below.

PBC EEOC signed by the Mayor.pdf, RB EEOP.docx

Answer the following question to determine if your agency is required to obtain an EEO Plan Approval Letter from DOJ's Office of Civil Rights:

Does your organization receive a single award of \$500,000 or more from any U.S. Department of Justice grant program?

- Yes
- No

No approval letter required.

Based on your response, you are not required to obtain an EEO Approval Letter. You may move to the next section.

Project Specific Certifications

Ballistic Vests



Recipients proposing the use of grant funds to procure ballistic vests or plate carriers must ensure the vests are American-made, ordered to fit the user, and are compliant with NIJ Ballistic/Stab Standards. In addition, recipients purchasing routine-duty body armor must complete the Ballistic Vests (Mandatory Wear) Certification with their application.

Does this application propose the use of grant funds for ballistic vests?

- Yes (a condition will be added to award)
- No

Body Worn Cameras

Recipients proposing the use of grant funds to procure body worn camera equipment and supplies must complete the Body Worn Camera Policy Certification with their application.

NOTE: Grant funds will only reimburse for licensing, data storage, and warranties during the project period. If costs extend past the project period, they will be pro-rated from the date of purchase.

Does this application propose the use of grant funds for body cameras?

- Yes (a condition will be added to award)
- No

Telecommunications and Video Surveillance Services and/or Equipment

Recipients proposing the use of grant funds to procure telecommunications and/or video surveillance equipment and/or services must complete a TVS Certification with their application. For more information on this requirement, please review the FAQs and the training posted to OCJG's webpage. Examples of TVS equipment include but are not limited to: cameras/webcams, DVR's, computers/laptops, servers, televisions, monitors, "smart" boards, and radios.

Does this application propose the use of grant funds for telecommunications or video surveillance services and/or equipment?

- Yes (a condition will be added to award)
- No

Suitability to Work With Minors (SWIM)

Recipients OR subrecipients (at any tier) who plan to use grant funds for activities that involve working with or interacting with minors (individuals under the age of 18), must provide a Suitability to Work and/or Interact with Minors Certification (SWIMC). For more information, review the training session posted on our website and the condition language on OJP's website.

Does this application's project, as described in the scope of work, indicate ANY activities may involve working with, or interacting with, minors?

- Yes (a condition will be added to award)
- No

Confidential Funds

Recipients proposing the use of grant funds to support confidential fund activities must complete the Confidential Funds Certification with their application. Additionally, recipients must have written policies and procedures to ensure confidential funds are managed in accordance with federal guidelines. Agencies who do not have a written policy may consider formalizing and adopting polices based off of the sample policy



provided on our website.

Does this application propose the use of grant funds to support confidential fund activities?

- Yes
- No

Task Force Activities

Recipients proposing to use funds to support task force personnel, overtime, equipment, or contracted positions must provide a task force personnel roster at the time of application. In addition, the recipient is responsible for ensuring all task force members complete the required BJA Center for Task Force Integrity and Leadership online training courses once every four years. Certificates of completion for each member on the roster must be provided to OCJG at the time of application. If any task force members have not completed the training or have expired certificates, valid certificates must be provided to OCJG within 90 days of award.

Does this application propose the use of grant funds to support task force personnel, overtime, equipment, or contracted positions?

- Yes (a condition will be added to award)
- No

National Environmental Policy Act (NEPA)

NEPA requirements apply to any federal project (including grants) that might have a significant impact on the quality of the human environment. The following projects require OCJG to obtain approval from BJA's NEPA coordinator:

Projects involving construction, expansion, or renovation of existing facilities. This includes ANY project that involves ground disturbing activities such as the installation of a fence or pole. Site planning documentation such as maps, photos, plans, renderings, etc. will be required.

Projects involving the use of chemicals, such as while processing forensic evidence.

These projects will be reviewed by the NEPA coordinator to ensure they are not located within or will potentially affect any of the following: a 100-year flood plain; a wetland; important farmland; a proposed or listed endangered or threatened species; a proposed or listed critical habitat; a property that is listed or eligible for listing on the National Register of Historic Places; an area within an approved State Coastal Zone Management Program; a coastal barrier or a portion of a barrier within the Coastal Barrier Resources System; a river or portion of a river included in or designated for potential addition to the Wild and Scenic Rivers System; a designated or proposed Wilderness Area; a sole source aquifer recharge area designated by the EPA; nearby religious or cultural sites; nearby minority, indigenous, low-income, or other sensitive populations. In addition, the NEPA coordinator will evaluate the impact the project may have on noise pollution, and review recipient protocols for the handling of hazardous waste, solid waste, and uncontrolled air emissions (if applicable to the project).

If the proposed project is affected, recipients must complete and upload a BJA CATEX Checklist at the time of application. Projects involving "minor renovation or remodeling" are excluded from NEPA requirements, but additional documentation may be required by your OCJG grant manager to reach this determination.

Any expenses incurred prior to NEPA approval are spent "at risk". If BJA denies the request, NEPA-related expenses will not be eligible for reimbursement.

Refer to BJA's NEPA Guidance document for more information.

Does this application propose the use of grant funds for construction, expansion, or renovation projects, or a project involving the use of chemicals (EXCLUDING meth lab operations)?

- Yes (a withholding of funds condition will be added to the award)



No

Methamphetamine Laboratory Operations

Recipients with projects relating to clandestine meth lab operations, including their identification, seizure, or closure (i.e. clean-up), must provide copy of their agency's Methamphetamine Mitigation Plan to OCJG. The plan will be submitted to BJA to ensure it complies with NEPA requirements. Any expenses incurred prior to BJA approval are spent "at risk". If BJA denies the request expenses related to meth lab operations will not be eligible for reimbursement.

Does this application propose the use of grant funds for the identification, seizure, or closure (clean up) of a clandestine meth lab?

- Yes (a withholding of funds condition will be added to the award)
- No



JAG Program - Grant Contact Information

Recipient Grant Manager Contact Information

This individual serves as a primary point-of-contact and is responsible for:

- ensuring the project is progressing on time and promptly notifying their FDLE grant manager of any delays;
- overseeing all programmatic and financial reporting; and
- ensuring overall compliance with the grant agreement.

GM Name (First Last)

Jessica Hidalgo

GM Title

Manager Criminal Justice Programs

GM Address 1

205 N. Dixie Highway

GM Address 2

GM City

West Palm Beach

GM State

FL

GM Zip Code+4 (XXXXX-XXXX)

33401

GM Phone Number (XXX-XXX-XXXX)

561-355-2326

GM Email Address

jhidalgo@pbc.gov

Chief Official Contact Information

This individual is the agency head for the eligible recipient.

The eligible recipient for the JAG program is a state agency or unit of local government. Examples of Chief Officials may include: Chairperson, Mayor, Executive Director, Secretary, Commissioner, etc.

CO Name (First Last)

Maria Sachs

CO Title

Mayor

CO Address 1

301 N. Olive Avenue

CO Address 2

CO City

West Palm Beach



CO State

FL

CO Zip Code+4 (XXXXX-XXXX)

33401

CO Phone Number (XXX-XXX-XXXX)

561-355-2205

CO Email Address

MSachs@pbc.gov

Will the Chief Official be designating another individual to execute agreements on their behalf?

- Yes
- No

Chief Financial Officer (CFO) Contact Information

This individual is responsible for the recipient's accounting system, financial management, and certifying claim reports submitted for payment.

CFO Name (First Last)

Joseph Abruzzo

CFO Title

Clerk and Comptroller

CFO Address 1

301 N. Olive

CFO Address 2

9th Floor

CFO City

West Palm Beach

CFO State

FL

CFO Zip Code+4 (XXXXX-XXXX)

33401

CFO Phone Number (XXX-XXX-XXXX)

561-355-4995

CFO Email Address

jabruzzo@mypalmbeachclerk.com

Additional Grant Contact

Is there an additional grant point-of-contact (POC) you wish to add to the grant file?

- Yes
- No

POC Name (First Last)

Dawn Caveness-Davenport

POC Title

Senior Criminal Justice Analyst



Countywide Reentry Program-City of Riviera Beach
Palm Beach County Board of Commissioners

POC Phone Number (XXX-XXX-XXXX)
561-355-3396

POC Email Address
dcavanes@pbc.gov



Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Total Budgeted
G. Third-Party Subawards (Contractual Services)		
City of Riviera Beach	\$240,228.00	\$240,228.00
Subtotal	\$240,228.00	\$240,228.00
<hr/>		
Total Proposed Cost	\$240,228.00	\$240,228.00

Revenue Budget

	Grant Funded	Total Budgeted
Grant Funding		
Award Requested	\$240,228.00	\$240,228.00
Subtotal	\$240,228.00	\$240,228.00
<hr/>		
Total Proposed Revenue	\$240,228.00	\$240,228.00

Proposed Budget Detail

See attached spreadsheet.

Proposed Budget Narrative

G. Third-Party Subawards (Contractual Services)

List each third-party tiered subrecipient. If the vendor is unknown, list the name of the service to be provided. Each line item description MUST detail the calculations used to arrive at the funded amount. EXAMPLE: Individual Counseling Session - \$30/session x 1000 sessions = \$30,000.

City of Riviera Beach

Intensive Case Management Services @ approximately \$12.43 per 15 minutes x 4= \$49.72 per hour x 4,831.62 hours = \$240,228 Palm Beach County is responsible for all costs over award allocation. Unit rate is developed based on the dedicated staff's average salary and benefits, divided by direct client hours spent per year. Time designated for Paid Time Off, holidays, trainings, staff meetings, etc. are backed out as they are not allowable expenses under the unit rate. The hourly rate determined is then divided by 4 to calculate a quarterly unit rate.