

**EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT
SERVICE FUNDING AGREEMENT**

THIS AGREEMENT, **effective October 1, 2019**, by and between **PINELLAS COUNTY**, a political subdivision of the State of Florida, hereinafter called the “**COUNTY**” and **ALPHA HOUSE OF PINELLAS, INC.** a Florida non-profit corporation, hereinafter referred to as “**AGENCY.**”

WITNESSETH:

WHEREAS, the **COUNTY** desires to provide for local community services within Pinellas County; and

WHEREAS, the **COUNTY** is committed to both enhancing the delivery of human services and increasing citizen access to those services; and

WHEREAS, the **COUNTY** recognizes that the **AGENCY** is providing an essential service within the community; and

WHEREAS, the **COUNTY**, in partnership with local providers and stakeholders, received a pass-through Federal Grant Award from the U.S. Department of Justice – Bureau of Justice Assistance (BJA) via the Florida Department of Law Enforcement (FDLE), hereinafter referred to as the grantor, under the Federal Fiscal Year 2018 Edward Byrne Memorial Justice Assistance Grant – Countywide (JAG-C), hereinafter referred to as “the grant”;

WHEREAS, pursuant to Federal Super Circular Section 2 C.F.R. § 200.330 the **COUNTY** is responsible for making a determination as to whether the party receiving the federal program funds provided by this grant is a subrecipient or contractor; and

WHEREAS, pursuant to Federal Super Circular Section 2 C.F.R. § 200.74, the **COUNTY** is a pass-through entity for purposes of this Federal award; and

WHEREAS, the **COUNTY** has determined the **AGENCY** receiving funds under this federal program is a subrecipient;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

1. GRANT SPECIFIC INFORMATION

This project shall be undertaken and accomplished in accordance with the terms and conditions specified herein and the attachments named below, which are attached hereto and by reference incorporated herein: Exhibit A contains standard Contract Provisions for Contracts Under Federal Awards and the Disclosure of Lobbying Activities form; Exhibit B Contains grant-required certifications for Lobbying, Debarment, and Drug-free Workplace and Subaward Management Capabilities and Compliance; Attachment 1 contains the Project Summary; Attachment 2 contains the Application, Budget, and Notice of Award.

2 C.F.R. § 200.331(a)(1) (Federal Award Identification) requires that certain specific information about JAG be included in this Agreement. Such information, consistent with the accordant subsections under 2 C.F.R. § 200.331(a)(1), follows:

- i. Subrecipient's name: **Alpha House of Pinellas County, Inc.**
- ii. Subrecipient's Unique Entity Identifier or Data Universal Numbering System (DUNS) number: **794064159**
- iii. Federal Award Identification Number: **2018-MU-BX-0292**
(FDLE Contract Number: **2020-JAGC-PINE-6-Y5-017**)
- iv. Federal Award Date: **11/01/2018**
- v. Subaward Period of Performance Start and End Date: **10/01/2019 – 9/30/2020**
- vi. Amount of Federal Funds Obligated by this Action by the Pass Through-Entity to the Subrecipient: **\$31,500.00**

- vii. Total Amount of Federal Funds Obligated to the Subrecipient by the Pass-Through Entity Including the Current Obligation: **\$31,500.00**
- viii. Total Amount of the Federal Award committed to the Subrecipient by the Pass-Through Entity: **\$31,500.00**
- ix. Federal Award Project Description, as Required to be Responsive to the Federal Funding Accountability and Transparency Act: **Child Abuse Prevention**
- x. Name of Federal Awarding Agency, Pass-Through Entity, and Contact Information for Awarding Official of the Pass-Through Entity:
 - 1. Federal Awarding Agency: **Department of Justice, Tarasa Yates Program Manager at (202) 305-1780.**
 - 2. Pass-Through Entity: **Pinellas County**
 - 3. Contact Information for Awarding Official of the Pass-Through Entity: **Barry Burton, County Administrator at GrantsCOE@pinellascounty.org.**
- xi. CFDA Number and Name; the Pass-Through Entity Must Identify the Dollar Amount Made Available Under Each Federal Award and the CFDA Number at Time of Disbursement:
 - 1. CFDA Number (at time of disbursement): **16.738**
 - 2. CFDA Name: **Edward Byrne Memorial Justice Assistance Grant Program**
 - 3. Total Dollar Amount Available Under this Federal Award: **\$276,412.00**

xii. Identification of Whether the Award is R&D: **Not a R&D award**

xiii. Indirect Cost Rate for the Federal Award: **No Indirect Cost Rate claimed**

2. FEDERAL GRANT REQUIREMENTS

a) The **AGENCY** will comply with Uniform Guidance established under 2 C.F.R. § 200 and 45 C.F.R. § 75 defining administrative requirements and cost principles.

b) The **AGENCY** will ensure that all reimbursed expenditures will be made in compliance with grant requirements.

c) The **AGENCY** will maintain documentation as necessary to demonstrate compliance with required federal guidelines and will make documentation available upon request and during monitoring visits.

d) The **AGENCY** will participate in monitoring of grant funded activities as determined necessary for compliance under federal award number **2018-MU-BX-0292**.

e) If, in the **COUNTY'S** sole discretion, **AGENCY** has a history of failure to comply with the general or specific terms and conditions of the Federal award, or fails to meet expected performance goals or is not otherwise responsible, the **COUNTY** may impose additional award conditions pursuant to 2 C.F.R. § 200.207 (Specific Conditions).

3. SCOPE OF SERVICES:

a) **AGENCY** agree to comply with the terms, conditions and scope of the Edward Byrne Memorial Justice Assistance Grant Program as well as the subsequent grant award notice from the Grantor and all Acceptance and Agreement Conditions as listed in the Standard Conditions of the subgrant application.

b) **AGENCY** agree to provide the services for the **COUNTY** as outlined in Attachment 1.

4. TERM OF AGREEMENT:

The services of the **AGENCY** shall commence on October 1, 2019 and the agreement shall expire on September 30, 2020.

5. **COMPENSATION:**

a) The **COUNTY** agrees to pay **AGENCY** an amount not to exceed Thirty One Thousand, Five Hundred dollars (\$31,500.00) for the services described in Section 1 of this Agreement.

b) All requests for reimbursement payments must be submitted on a monthly basis and shall consist of an invoice for the requested amount, signed by authorized representatives of the **AGENCY**, along with all associated receipts and/or fiscal documentation. Invoices shall be sent electronically to the Justice Coordination Contract Manager on a monthly basis within fifteen (15) days after month's end. The **COUNTY** shall not reimburse the **AGENCY** for any expenditures in excess of the amount budgeted without prior approval or notification. Invoicing due dates may be shortened as necessary to meet fiscal year deadlines or grant requirements. **COUNTY** shall not reimburse **AGENCY** for any expenditures in excess of the amount budgeted without prior approval or notification.

c) The **COUNTY** shall reimburse to the **AGENCY** in accordance with the Florida Prompt Payment Act upon receipt of invoice and required documentation. When the required documentation and/or reports is incomplete or untimely, the **COUNTY** may withhold payment until such time as the **COUNTY** accepts the remedied documentation and/or reports.

d) Any funds expended in violation of this Agreement or in violation of appropriate Federal, State, and County requirements shall be refunded in full to the **COUNTY**. If this Agreement is still in force, future payments may be withheld by the **COUNTY**.

6. **PERFORMANCE MEASURES:**

The **AGENCY** agrees to submit a quarterly Program Outcomes Report to the **COUNTY**. The **COUNTY** reserves the right to amend these data elements, performance measures, or reports as necessary to ensure that the overall programmatic purpose is demonstrated, quantified, and achieved. This report shall be submitted to the **COUNTY** no later than ten (10) days following the end of the quarter. Where no activity has occurred within the preceding period, the **AGENCY** shall provide a written explanation for non-activity during the quarter. The report formats shall be prescribed and provided by the **COUNTY**.

7. MONITORING:

AGENCY will work with **COUNTY** to meet the requirements of 2 C.F.R. § 200.328 (Monitoring and reporting program performance). This may include, but is not limited to, the following:

- a) **AGENCY** will comply with **COUNTY** and departmental policies and procedures.
- b) **AGENCY** will cooperate in monitoring site visits including, but not limited to, review of staff, fiscal and client records, programmatic documents, and will provide related information at any reasonable time.
- c) **AGENCY** will submit other reports and information in such formats and at such times as may be prescribed by the **COUNTY**.
- d) **AGENCY** will submit reports on any monitoring of the program funded in whole or in part by the **COUNTY** that is conducted by federal, state or local governmental **AGENCY** or other funders.
- e) If the **AGENCY** receive accreditation reviews, each accreditation review will be submitted to the **COUNTY** after receipt by **AGENCY**.
- f) All monitoring reports will be as detailed as may be reasonably requested by the

COUNTY and will be deemed incomplete if not satisfactory to the **COUNTY** as determined in its sole reasonable discretion. Reports will contain the information or be in the format as may be requested by the **COUNTY**. If approved by the **COUNTY**, the **COUNTY** will accept a report from another monitoring **AGENCY** in lieu of reports customarily required by the **COUNTY**.

8. DOCUMENTATION:

The **AGENCY** shall maintain and provide the following documents upon request by the **COUNTY** within three (3) business days of receiving the request, as applicable:

- a. Articles of Incorporation
- b. **AGENCY** By-Laws
- c. Past 12 months of financial statements and receipts
- d. Membership list of governing board
- e. All legally required licenses
- f. Latest **AGENCY** financial audit and management letter
- g. Biographical data on the **AGENCY** chief executive and program director
- h. Equal Employment Opportunity Program
- i. Inventory system – (equipment records)
- j. IRS Status Certification/501 (c) (3)
- k. Current job descriptions for staff positions
- l. Match documentation

9. SPECIAL SITUATIONS:

AGENCY agrees to inform **COUNTY** within one (1) business day of any circumstances or events which may reasonably be considered to jeopardize its capability to continue to meet its obligations under the terms of this Agreement. Incidents may include, but is not limited to, those

resulting in injury, media coverage or public reaction that may have an impact on the **AGENCY**' or **COUNTY**'s ability to protect and serve its participants, or other significant effect on the **AGENCY** or **COUNTY**. Incidents shall be reported to the designated **COUNTY** contact below by phone or email only. Incident report information shall not include any identifying information of the participant.

10. AMENDMENT/MODIFICATION:

In addition to applicable federal, state and local statutes and regulations, this Agreement expresses the entire understanding of the parties concerning all matters covered herein. No addition to, or alteration of, the terms of this Agreement, whether by written or verbal understanding of the parties, their officers, agents or employees, shall be valid unless made in the form of a written amendment to this Agreement and formally approved by the parties. Budget modifications that do not result in an increase of funding, change the purpose of this Agreement or otherwise amend the terms of this Agreement shall be submitted in the format prescribed and provided by the **COUNTY**.

11. CANCELLATION:

a) If the **AGENCY** fails to fulfill or abide by any of the provisions of this Agreement, **AGENCY** shall be considered in material breach of the Agreement. Where a material breach can be corrected, **AGENCY** shall be given thirty (30) days to cure said breach. If **AGENCY** fails to cure, or if the breach is of the nature that the harm caused cannot be undone, **COUNTY** may immediately terminate this Agreement, with cause, upon notice in writing to the **AGENCY**.

b) In the event the **AGENCY** uses any funds provided by this Agreement for any purpose or program other than authorized under this Agreement, the **AGENCY** shall, at the option of the **COUNTY**, repay such amount and be deemed to have waived the privilege of receiving

additional funds under this Agreement.

c) In the event sufficient budgeted funds are not available for a new fiscal period or are otherwise encumbered, the **COUNTY** shall notify the **AGENCY** of such occurrence and the Agreement shall terminate on the last day of the then current fiscal period without penalty or expense to the **COUNTY**.

12. CLOSEOUT

a) Upon termination in whole or in part, the parties hereto remain responsible for compliance with the requirements in 2 C.F.R. Part 200.343 (Closeout) and 2 C.F.R. Part 200.344 (Post-closeout adjustments and continuing responsibilities).

b) This Agreement will not terminate until GRANT Closeout is completed consistent with GRANT requirements detailed in the Appendices attached hereto, and to the satisfaction of the COUNTY. Such requirements shall include but are not limited to submitting final reports and providing program deliverables and closeout information as requested by COUNTY, and/or GRANTOR.

c) All invoices and requests for reimbursement shall be submitted within 30 days following the end of the GRANT project and budget period.

d) This provision shall survive the expiration or termination of this Agreement.

13. ASSIGNMENT/SUBCONTRACTING:

a) This Agreement, and any rights or obligations hereunder, shall not be assigned, transferred or delegated to any other person or entity. Any purported assignment in violation of this section shall be null and void.

b) The **AGENCY** is fully responsible for completion of the Services required by this Agreement and for completion of all subcontractor work, if authorized as provided herein. The

AGENCY shall not subcontract any work under this Agreement to any subcontractor other than the subcontractors specified in the proposal and previously approved by the **COUNTY**, without the prior written consent of the **COUNTY**, which shall be determined by the **COUNTY** in its sole discretion.

14. NON-EXCLUSIVE SERVICES:

This is a non-exclusive Agreement. During the term of this Agreement, and any extensions thereof, the County reserves the right to contract for another provider for similar services as it determines necessary in its sole discretion.

15. INDEMNIFICATION:

The **AGENCY** agrees to indemnify, pay the cost of defense, including attorney's fees, and hold harmless the **COUNTY**, its officers, employees and agents from all damages, suits, actions or claims, including reasonable attorney's fees incurred by the **COUNTY**, of any character brought on account of any injuries or damages received or sustained by any person, persons, or property, or in any way relating to or arising from the Agreement; or on account of any act or omission, neglect or misconduct of **AGENCY**; or by, or on account of, any claim or amounts recovered under the Workers' Compensation Law or of any other laws, regulations, ordinance, order or decree; or arising from or by reason of any actual or claimed trademark, patent or copyright infringement or litigation based thereon; except only such injury or damage as shall have been occasioned by the sole negligence of the **COUNTY**.

16. INSURANCE:

The **AGENCY** shall maintain insurance covering all aspects of its operation dealing with this Agreement as specified in Attachment 1 and provide a Certificate of Insurance to the

COUNTY. The insurance requirements shall remain in effect throughout the term of this Agreement.

17. PUBLIC ENTITIES CRIMES:

The **AGENCY** is directed to the Florida Public Entities Crime Act, Section 287.133, Florida Statutes, and represents to the **COUNTY** that the **AGENCY** is qualified to transact business with public entities in Florida and that its performance of the Agreement will comply with all applicable laws including those referenced herein. The **AGENCY** represent and certify that the **AGENCY** is and will at all times remain eligible for and perform the services subject to the requirements of these, and other applicable, laws. The **AGENCY** agrees that any contract awarded to the **AGENCY** will be subject to termination by the **COUNTY** if the **AGENCY** fails to comply or to maintain such compliance.

18. BUSINESS PRACTICES:

a) The **AGENCY** shall utilize financial procedures in accordance with generally accepted accounting procedures and Florida Statutes, including adequate supporting documents, to account for the use of funds provided by the **COUNTY**.

b) The **AGENCY** shall retain all records (programmatic, property, personnel, and financial) relating to this Agreement for three (3) years after final payment is made.

c) All **AGENCY** records relating to this Agreement shall be subject to audit by the **COUNTY** and shall be subject to the applicable provisions of the Florida Public Records Act, chapter 119, Florida Statutes. In addition, the **AGENCY** shall provide an independent audit to the **COUNTY**, if so requested by the **COUNTY**.

19. NONDISCRIMINATION:

a) The **AGENCY** shall not discriminate against any applicant for employment or employee with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment or against any client because of age, sex, race, ethnicity, color, religion, national origin, disability, marital status, or sexual orientation.

b) The **AGENCY** shall not discriminate against any person on the basis of age, sex, race, ethnicity, color, religion, national origin, disability, marital status or sexual orientation in admission, treatment, or participation in its programs, services and activities.

c) The **AGENCY** shall, during the performance of this Agreement, comply with all applicable provisions of federal, state and local laws and regulations pertaining to prohibited discrimination.

d) At no time will clients served under this Agreement be segregated or separated in a manner that may distinguish them from other clients being served by the **AGENCY**.

20. INTEREST OF MEMBERS OF COUNTY AND OTHERS:

No officer, member, or employee of the **COUNTY**, and no member of its governing body, and no other public official of the governing body of any locality in which the program is situated or being carried out who exercises any functions or responsibility in the review or approval of the undertaking or carrying out of this program, shall participate in any decisions relating to this Agreement which affect his/her personal interest or the interest of any corporation, partnership, or association in which he/she is, directly or indirectly, interested; nor shall any such officer, member, or employee of the **COUNTY**, or any member of its governing body, or public official of the governing body, or public official of the governing body of any locality in which the program is situated or being carried out, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of this program, have any interest, direct or indirect,

in this Agreement or the proceeds thereof.

21. CONFLICT OF INTEREST:

The **AGENCY** shall promptly notify the **COUNTY** in writing of any business association, interest, or other circumstance which constitutes a conflict of interest as provided herein. If the **AGENCY** is in doubt as to whether a prospective business association, interest, or other circumstance constitutes a conflict of interest, the **AGENCY** may identify the prospective business association, interest or circumstance, the nature of work that the **AGENCY** may undertake and request an opinion as to whether the business association, interest or circumstance constitutes a conflict of interest if entered into by the **AGENCY**. The **COUNTY** agrees to notify the **AGENCY** of its opinion within (10) calendar days of receipt of notification by the **AGENCY**, which shall be binding on the **AGENCY**.

22. INDEPENDENT CONTRACTOR:

It is expressly understood and agreed by the parties that **AGENCY** is at all times hereunder acting and performing as an independent contractor and not as an agent, servant, or employee of the **COUNTY**. No agent, employee, or servant of the **AGENCY** shall be, or shall be deemed to be, the agent or servant of the **COUNTY**. None of the benefits provided by the **COUNTY** to their employees including, but not limited to, Worker's Compensation Insurance and Unemployment Insurance is available from **COUNTY** to the employees, agents, or servants of the **AGENCY**.

23. NON-EXPENDABLE PROPERTY:

For the purposes of this Agreement, non-expendable property shall mean all property which will not be consumed or lose its identity, which costs \$5,000.00 more per unit, and which has a life expectancy in excess of one year.

- a) The **AGENCY** shall list any non-expendable property purchased by these funds

according to description, model, serial number, date of acquisition, and cost.

b) The **COUNTY** reserves the right to have its agent personally inspect said property.

c) The **AGENCY** shall own any non-expendable property purchased by funds from

this grant subject to the following conditions:

1. The **AGENCY** shall not sell said property within one year of purchase unless express permission is obtained from the **COUNTY** in writing;

2. The **AGENCY** shall use said property for the purposes of the program herein, or for similar purposes;

3. The **COUNTY** shall have the right to take exclusive possession, control, and all other ownership rights of said property whose value exceeds \$5,000.00 at any time prior to the expiration of this Agreement, if the **AGENCY** violate any provision of this Agreement, or if the **AGENCY** fails to use the property for the purposes of the project herein, or if the **AGENCY** ceases to exist for the purposes of this Agreement; and

4. The **AGENCY** shall reimburse funds to the **COUNTY** totaling a proportional share of the fair value of any non-expendable property purchased by the **AGENCY** with funding obtained through this Agreement: i. which is sold, ii. or if the **AGENCY** fails to use the property for the purposes of the project herein, iii. or if the **AGENCY** ceases to exist for the purposes of this Agreement. The share due the **COUNTY** shall be determined by the proportion of **COUNTY** funding used to purchase non-expendable property. The **COUNTY** at its option may waive this requirement and allow the **AGENCY** to retain any funds received from such sale.

24. ADDITIONAL FUNDING:

Funds from this Agreement shall be used as the matching portion for any federal grant only in the manner provided by Federal and State law and applicable Federal and State rules and regulations. The **AGENCY** agrees to make all reasonable efforts to obtain funding from additional sources wherever said **AGENCY** may qualify. Should this Agreement reflect a required match, documentation of said match is required to be provided to the **COUNTY**.

25. GOVERNING LAW:

The laws of the State of Florida shall govern this Agreement.

26. PUBLIC RECORDS:

The **AGENCY** acknowledges that information and data it manages as part of the services may be public records in accordance with Chapter 119, Florida Statutes and Pinellas County public records policies. The **AGENCY** agrees that prior to providing services it will implement policies and procedures to maintain, produce, secure, and retain public records in accordance with applicable laws, regulations, and the **AGENCY**'s policies, including but not limited to the Section 119.0701, Florida Statutes. Notwithstanding any other provision of this Agreement relating to compensation, the **AGENCY** agrees to charge any third parties requesting public records only such fees allowed by Section 119.07, Florida Statutes, and County policy for locating and producing public records during the term of this Agreement.

27. CONFORMITY TO THE LAW:

The **AGENCY** shall comply with all federal, state and local laws and ordinances and any rules or regulations adopted thereunder.

28. PRIOR AGREEMENT, WAIVER, AND SEVERABILITY:

This Agreement supersedes any prior Agreements between the Parties and is the sole basis for agreement between the Parties. The waiver of either party of a violation or default of any

provision of this Agreement shall not operate as, or be construed to be, a waiver of any subsequent violation or default hereof. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

29. AGREEMENT MANAGEMENT:

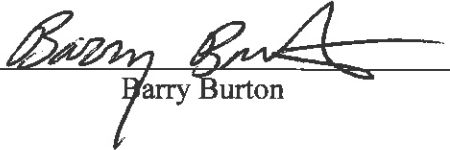
Pinellas County Human Services designates the following person(s) as the liaison for the
COUNTY:

Gabriela Piloseno, M.S.
Pinellas County Justice Coordination
440 Court Street, 2nd Floor
Clearwater, Florida 33756
Gpiloseno@pinellascounty.org
727-453-7503

SIGNATURE PAGE FOLLOWS

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed on the day and year written below.

PINELLAS COUNTY, FLORIDA,
by and through its County Administrator

By: 
Barry Burton

Date: December 4, 2019

APPROVED AS TO FORM

By: 
Office of the County Attorney

ALPHA HOUSE OF PINELLAS, INC.

ATTEST

Angela Russek
Printed Name: Angela Russek

By: Jennifer Stracik
Printed Name: Jennifer Stracik
Title: Executive Director
Date: 10/24/19

EXHIBIT A
CONTRACT PROVISIONS FOR CONTRACTS UNDER FEDERAL AWARDS
FEDERAL AWARD NUMBER: 2018-MU-BX-0292
GRANT TITLE: Edward Byrne Memorial Justice Assistance Grant - Countywide

This solicitation is either fully or partially grant-funded. In addition to other terms and conditions required by Pinellas County and the applicable federal agency, all contracts awarded to the qualified bidder are subject to the following provisions, as applicable to the services provided.

Equal Employment Opportunity: Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.”

If this contract meets the definition of a “federally assisted construction contract”, during the performance of this contract, the Contractor agrees as follows:

- (1) The CONTRACTOR will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The CONTRACTOR agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
- (2) The CONTRACTOR will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive considerations for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.
- (3) The CONTRACTOR will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant with another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not

otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

- (4) The CONTRACTOR will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (5) The CONTRACTOR will comply with all provisions of Executive Order 11246 of September 24, 1965, and with the rules, regulations, and relevant orders of the Secretary of Labor.
- (6) The CONTRACTOR will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (7) In the event of the CONTRACTOR's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the CONTRACTOR may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.
- (8) The CONTRACTOR will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The CONTRACTOR will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance.

Davis-Bacon Act as amended (40 U.S.C. 3141-3148): When required by federal program legislation, for all prime construction contracts awarded in excess of \$2,000, Contractors are required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, Contractors must be required to pay wages not less than once a week. If the applicable grant award contains Davis-Bacon provisions, the County will place a copy of

the current prevailing wage determination issued by the Department of Labor in the solicitation document. The decision to award a contract shall be conditioned upon the acceptance of the wage determination [Appendix II to 2 CFR Part 200].

Copeland Anti Kick Back Act: If Davis-Bacon is applicable, CONTRACTOR shall also comply with all the requirements of 29 CFR Part 3 which are incorporated by reference to this contract. Contractors are prohibited from inducing by any means any person employed in the construction, completion or repair of public work to give up any part of the compensation to which he or she is otherwise entitled [Appendix II to 2 CFR Part 200].

Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence [Appendix II to 2 CFR Part 200].

Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency [Appendix II to 2 CFR Part 200].

Clean Air Act (42 U.S.C. 7401–7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251–1387): As amended—The CONTRACTOR agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251–1387). Violations must be reported to the federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA) [Appendix II to 2 CFR Part 200].

Debarment and Suspension (Executive Orders 12549 and 12689): A contract award (see 2 CFR 180.220) will not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and

Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. If applicable, the CONTRACTOR must verify that none of their subcontractors (for contracts expected to equal or exceed \$25,000), appear on the federal government’s Excluded Parties List. The Excluded Parties List is accessible at <https://uscontractorregistration.com/> [Appendix II to 2 CFR Part 200].

Byrd Anti-Lobbying Amendment (31 U.S.C. 1352): CONTRACTORS that apply or bid for an award **exceeding \$100,000** must submit a completed “Disclosure of Lobbying Activities” [Form SF-LLL]. Each tier certifies to the tier above that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with *non-federal funds* that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. [Appendix II to 2 CFR Part 200]. **The bidder shall complete Form SF-LLL and submit with bid. Bidders may be deemed non-responsive for failure to submit this certification.**

Conflict of Interest [2 CFR §200.112]: The CONTRACTOR must disclose in writing any potential conflict of interest to the Federal awarding agency or COUNTY in accordance with applicable Federal awarding agency policy.

Mandatory Disclosures [2 CFR §200.113]: The CONTRACTOR must disclose in writing all violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Failure to make required disclosures can result in any of the remedies described in 2 CFR §200.338 Remedies for noncompliance, including suspension or debarment.

Protected Personally Identifiable Information (Protected PII) [CFR §200.303(e)]: The CONTRACTOR must take reasonable measures to safeguard protected personally identifiable information and other information the federal awarding agency or COUNTY designates as sensitive or the County considers sensitive consistent with other applicable federal, state, and local laws regarding privacy and obligations of confidentiality. Per CFR § 200.82, Protected PII means an individual's first name or first initial and last name in combination with any one or more types of information, including, but not limited to, social security number, passport number, credit card numbers, clearances, bank numbers, biometrics, date and place of birth, mother's maiden name, criminal, medical and financial records, and/or educational transcripts. This does not include PII that is required by law to be disclosed.

Prohibition on utilization of time and material type contracts [2 CFR §200.318 (j) (1)]: The COUNTY will not award contracts based on a time and material basis if the contract contains federal funding.

Contracting with Small and Minority Businesses, Women’s Business Enterprises, and Labor Surplus Area Firms [2 CFR § 200.321]: If using subcontractors, the CONTRACTOR must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible. Affirmative steps must include:

(1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;

(2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;

(3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;

(4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises; (5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

(5) Affirmative Action Requirements per 41 CFR60-4.1 Goals for Women and Minorities in Construction (for contracts in excess of \$10,000): Goals and timetables for minority and female utilization may be set which shall be based on appropriate workforce, demographic or other relevant data and which shall cover construction projects or construction contracts performed in specific geographical areas. The goals, which shall be applicable to each construction trade in a covered Contractor's or subcontractor's entire workforce which is working in the area covered by the goals and timetables, shall be published as notices in the Federal Register, and shall be inserted by the contracting officers and applicants, as applicable, in the Notice required by 41 CFR 60-4.2. Covered construction Contractors performing construction work in geographical areas where they do not have a federal or federally assisted construction contract shall apply the minority and female goals established for the geographical area where the work is being performed.

Information regarding certified M/WBE firms can be obtained from:

- Florida Department of Management Services (Office of Supplier Diversity);
- Florida Department of Transportation;
- Minority Business Development Center in most large cities; and
- Local Government M/DBE programs in many large counties and cities

Procurement of Recovered Materials [2 CFR §200.322]: CONTRACTOR must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

Prohibition on utilization of cost plus a percentage of cost contracts [2 CFR §200.323 (d)]: The COUNTY will not award contracts containing federal funding on a cost plus percentage of cost basis.

Retention of Records [2 CFR 200.333]: Financial records, supporting documents, statistical records, and all other records pertinent to a Federal award must be retained for a period of three years from the date of submission of the final expenditure report or invoice.

Access to Records [2 CFR 200 § 200.336]: The County, Pass-through agency or Federal awarding agency must have the right of timely and unrestricted access to any documents, papers or other records, including electronic records, of the Contractor in order to make audits, investigations, examinations, excerpts, transcripts, and copies of such documents. This right also includes timely and reasonable access to the recipient purpose of interview and discussion related to such documents. This right of access shall continue as long as records are required to be retained.

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB

4040-0013

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input checked="" type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
4. Name and Address of Reporting Entity: <input type="checkbox"/> Prime <input checked="" type="checkbox"/> SubAwardee Tier if known: <input type="checkbox"/> * Name [REDACTED] * Street 1 [REDACTED] Street 2 [REDACTED] * City [REDACTED] State [REDACTED] Zip [REDACTED] Congressional District, if known: [REDACTED]		
5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime: * Name [REDACTED] * Street 1 [REDACTED] Street 2 [REDACTED] * City [REDACTED] State [REDACTED] Zip [REDACTED] Congressional District, if known: [REDACTED]		
6. * Federal Department/Agency: [REDACTED]	7. * Federal Program Name/Description: [REDACTED] CFDA Number, if applicable: [REDACTED]	
8. Federal Action Number, if known: [REDACTED]	9. Award Amount, if known: \$ [REDACTED]	
10. a. Name and Address of Lobbying Registrant: Prefix [REDACTED] * First Name [REDACTED] Middle Name [REDACTED] * Last Name [REDACTED] Suffix [REDACTED] * Street 1 [REDACTED] Street 2 [REDACTED] * City [REDACTED] State [REDACTED] Zip [REDACTED]		
b. Individual Performing Services (including address if different from No. 10a) Prefix [REDACTED] * First Name [REDACTED] Middle Name [REDACTED] * Last Name [REDACTED] Suffix [REDACTED] * Street 1 [REDACTED] Street 2 [REDACTED] * City [REDACTED] State [REDACTED] Zip [REDACTED]		
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. * Signature: [REDACTED] * Name: Prefix [REDACTED] * First Name [REDACTED] Middle Name [REDACTED] * Last Name [REDACTED] Suffix [REDACTED] Title: [REDACTED] Telephone No.: [REDACTED] Date: [REDACTED]		
Federal Use Only:		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

EXHIBIT B:
GRANT REQUIRED CERTIFICATIONS



**Subaward Management
Capabilities and Compliance
Questionnaire (SMQ)**

Upon completion, send a copy of this form to:
Florida Department of Law Enforcement
Office of Criminal Justice Grants
Post Office Box 1489
Tallahassee, FL 32302-1489
criminaljustice@fdle.state.fl.us

Grant Program:

- JAG PREA NARIP NCHIP RSAT PSN
 Other: _____

Subrecipient:

ALPHA House of Pinellas FEID: 59-1991525 DUNS: 794064159

OVERVIEW

In order to meet eligibility requirements, applicants must be able to document compliance with the following prior to receiving a subaward:

- 2 C.F.R Part 25 – *Universal Identifier and System for Award Management Requirements*
- 28 C.F.R Part 42 – *Nondiscrimination; Equal Employment Opportunity, Policies and Procedures*
- 2 C.F.R Part §200.318-326 – *Federal Procurement Standards*
- 2 C.F.R §200.300-309 – *Standards for Financial and Program Management*

INSTRUCTIONS

Applicants seeking federal financial assistance from the Florida Department of Law Enforcement (FDLE), Office of Criminal Justice Grants (OCJG) should complete this questionnaire and provide all applicable documents with the submission of their application. Failure to provide appropriate forms, certifications, policies, procedures, or other documentation for the proposed project may result in special conditions being placed on the subaward which must be cleared prior to beginning project activities and/or approval of reimbursement requests.

This form, along with other application forms, may be submitted to criminaljustice@fdle.state.fl.us if scanned at the highest resolution (at least 600 dpi).

Note: Each applicant only needs to submit one pre-award monitoring packet regardless of how many applications for funding are being submitted. Applicants should ensure all "project-specific" forms can be easily identified.

CONTACT INFORMATION

For questions regarding this pre-award monitoring packet, contact FDLE's Office of Criminal Justice Grants at (850) 617-1250 or criminaljustice@fdle.state.fl.us.

APPLICATION POINT-OF-CONTACT (POC)

Please provide a point-of-contact to coordinate any additional information requests FDLE's Office of Criminal Justice Grants may have during review of this packet and your application.

Name: Jennifer Stracick
Title: Executive Director
Agency: ALPHA House of Pinellas
Phone: 727-822-8190
Email: jstracick@alphahousepinellas.org

The following section consists of a series of questions to aid in determining compliance with federal regulations required to properly administer these funds. Please read all questions carefully as some questions may require coordination with other divisions/bureaus in your agency (i.e. finance, purchasing, human resources, etc.). Additionally, to avoid possible special conditions being placed on your subaward, please ensure all requested documentation is submitted with this questionnaire.

Subaward Management Capabilities and Compliance Questionnaire

SECTION I: AUDIT INFORMATION			
The <u>SUBRECIPIENT</u> has undergone the following types of audits:			
<input checked="" type="checkbox"/> Single Audit	<input type="checkbox"/> Financial Statement Audit	<input type="checkbox"/> Defense Contract Agency Audit	
<input type="checkbox"/> Programmatic Audit for: _____			
<input type="checkbox"/> Other Audit: _____			
<input type="checkbox"/> None of the above			
The <u>SUBRECIPIENT'S</u> most recent audit was conducted:			
<input checked="" type="checkbox"/> Within the past 12 months <input type="checkbox"/> Within the past two years <input type="checkbox"/> More than two years ago			
Name of Auditing Agency/Firm: <u>FRSCPA</u>			
Most recent auditor's opinion: <input type="checkbox"/> Unqualified/Unmodified <input type="checkbox"/> Qualified/Modified <input type="checkbox"/> Other			
Number of Findings on <u>most recent audit only</u> : <u>0</u>			
Were material weaknesses noted in the audit?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Were significant deficiencies noted in the audit?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	
Has the subrecipient addressed all findings and provided a management response or implemented corrective action?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
SECTION II: NON-PROFIT ORGANIZATION			
1. Is the applicant entity a non-profit organization (including a non-profit institution of higher education) as described in 26 U.S.C. 501(c)(3) <u>AND</u> exempt from taxation under 26 U.S.C. 501(a)?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	N/A
If "No" or "N/A" skip to Section III: Accounting System If "Yes", complete the questions 2 and 3 below.			
2. Does the applicant non-profit organization maintain offshore accounts for the purpose of avoiding paying the tax described in 26 U.S.C. 511(a)?	Yes	<input checked="" type="radio"/> No	
3. With respect to the most recent year the applicant non-profit organization was required to file a tax return, does the applicant nonprofit organization believe (or assert) that it satisfies the requirements of 26 C.F.R. 53.4958-6 relating the reasonableness of compensation for certain individuals?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	
SECTION III: ACCOUNTING SYSTEM			
<i>Helpful Hint – answers to these questions may need to be obtained from your finance department.</i>			
1. Which of the following best describes the organization's accounting system:			
Manual	Automatic	<input checked="" type="radio"/> Combination	
2. Does the accounting system identify the receipt and expenditure of funds separately for each grant?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	
3. Does the accounting system record and track expenditures for each grant by budget categories in the approved budget?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	
4. Does the accounting system have the capability to record, track, and document cost share or match for each grant?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	
5. Is the organization documentation to support recorded match or cost share available if requested?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	
6. Does the accounting/financial system include budgetary controls to prevent incurring obligations in excess of total funds or budget category (i.e. personnel, travel, etc.)?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	
7. Is the financial management system capable of producing the following:			
a. Detailed Activity Ledger?	<input checked="" type="radio"/> Yes	<input type="radio"/> No	

Subaward Management Capabilities and Compliance Questionnaire

b. Cash Control Register?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
c. Property Control Register? (equipment purchases)	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

SECTION IV: INTERNAL CONTROLS & SEPARATION OF DUTIES

Helpful Hint – answers to these questions may need to be obtained from your finance and/or purchasing department.

1. Are the duties of the person responsible for maintaining financial records separated from any cash-related functions?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
2. Are personnel who perform disbursement functions prohibited from purchasing, receiving and inventorying items?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If no, are these functions approved by a third party?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
3. Is the signing of disbursement checks limited to individuals:		
a. Who are authorized to make disbursements?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
b. Whose duties do not include:		
- Posting and recording of accounts receivable?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
- Approving vouchers for payment?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
4. Describe the financial process/accounting mechanism used by the applicant to track grant funds separately from general revenue, other federal projects, and/or multiple funding sources.		
<div style="border: 1px solid black; padding: 5px;"> <p><i>Ellen fontana, cpa our Accountant who is contracted off projects logs all the grants, tracking spending.</i></p> </div>		
5. What measures are used to verify all cost elements on a reimbursement request are allowable under an approved subaward agreement?		
<div style="border: 1px solid black; padding: 5px;"> <p><i>Quickbooks, informing accountant what the grant covers.</i></p> </div>		
6. What internal control measures are used to safeguard sensitive information (i.e. personally identifiable information, law enforcement sensitive information, etc.) relating to activities, expenditures, documentation, etc.?		
<div style="border: 1px solid black; padding: 5px;"> <p><i>all are password protected in locked room.</i></p> </div>		

SECTION V: CIVIL RIGHTS

Helpful Hint – answers to these questions may need to be obtained from your human resource department.

1. Please indicate if any of the following apply to the applicant organization:	
<input type="checkbox"/> Indian Tribe <input type="checkbox"/> Medical Institution <input checked="" type="checkbox"/> Nonprofit Organization <input type="checkbox"/> Educational Institution <input type="checkbox"/> Does not apply to applicant organization	
2. How many total employees are there in the applicant organization?	<u>19</u>

Subaward Management Capabilities and Compliance Questionnaire

3. What is the amount of the <u>single largest award</u> the organization receives from the U.S. Department of Justice (DOJ), or any of DOJ's pass-through entities, under <u>ANY</u> program?	<input checked="" type="checkbox"/> Entity does not receive DOJ funds
4. Does the organization have an Equal Employment Opportunity Compliance Coordinator? If yes, provide name and title: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
5. Does the organization have an Americans with Disabilities Act (ADA) Coordinator? If yes, provide name and title: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6. Describe how the applicant organization notifies employees <u>AND</u> program participants that it does not discriminate on the basis of race, color, national origin, religion, sex, disability or age? <div style="border: 1px solid black; padding: 10px; min-height: 40px;"> Employee + resident handbook & policy </div>	
7. Does the applicant organization have a written policy or procedure instructing employees <u>and</u> program participants how to file a complaint regarding discrimination?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8. Has the applicant organization had any findings of discrimination issued by a State or Federal court in the past three years?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
SECTION VI: PROCUREMENT	
<i>Helpful Hint – answers to these questions may need to be obtained from your finance and/or purchasing department.</i>	
1. Does the organization maintain written procurement procedures which includes provisions for:	
a. Conflict of interest procedures or statements?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
b. Disciplinary action for conflict of interest violations?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
c. Avoiding acquisition of unnecessary or duplicative items?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
d. Entering into intergovernmental agreements for shared purpose goods/services?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
e. Only procuring or awarding contracts to responsible contractors?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
f. Geographical preference?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
g. Non-competitive procurement (sole source)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2. Does the procurement system provide a mechanism to make selections on a competitive basis?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3. Does the procurement system include provisions for checking the Excluded Parties List (sam.gov) prior to award?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
SECTION VII: INVENTORY	
<i>Helpful Hint – answers to these questions may need to be obtained from your finance and/or purchasing department.</i>	
1. Does the organization's property management system provide and maintain the following information:	
a. A description of the equipment?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
b. A property identification number?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
c. Source of the property, including award number if grant funded?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Subaward Management Capabilities and Compliance Questionnaire

d. Who the title vests with?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
e. Acquisition date?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
f. Federal share of property cost, if federally funded?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
g. Location and condition of property?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
h. Ultimate disposition information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
2. Is documentation regarding property management available, if requested, for grant funded items?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

SECTION VIII: SUBRECIPIENT MANAGEMENT AND MONITORING

1. Does the applicant entity have written policies, procedures, and/or guidance designed to ensure that any subawards made by the applicant entity under a federal award – (1) clearly document applicable federal requirements, (2) are appropriately monitoring by the applicant, and (3) comply with the requirements in 2 CFR 200 (see 2 CFR 200.331)?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
2. Is the applicant entity aware of the differences between subawards under federal awards and procurement contracts under federal awards, including the different roles/responsibilities associated with each?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
3. Does the applicant entity have written policies and procedures designed to prevent the applicant entity from making a subaward under a federal award to any entity or individual that is suspended or debarred from such subawards?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

SECTION IX: HIGH RISK DESIGNATION

1. Is the applicant entity designated "high risk" by a federal grant making agency or other pass-through entity?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
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CERTIFICATION ON BEHALF OF THE APPLICANT ENTITY

On behalf of the applicant entity, I certify to the Florida Department of Law Enforcement that the information provided above is complete and correct to the best of my knowledge. I have the requisite authority and information to make this certification on behalf of the applicant entity.

Title: Executive Director Phone: 727-687-0168

Date: 10/24/19 Signature: [Handwritten Signature]



Lobbying, Debarment and Drug Free Workplace Certification

Upon completion, mail a copy of this form to:
Florida Department of Law Enforcement
Office of Criminal Justice Grants
P.O. Box 1489
Tallahassee, FL 32302-1489

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspensions (Non-procurement) and Government-wide Requirements for Drug Free Workplace (Grants)". The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Office of Criminal Justice Grants determines to award the covered transaction, grant, or cooperative agreement.

1. Lobbying

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

- (a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement.
- (b) If any funds other than federal appropriated funds have been paid or will be paid to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form LLL - "Disclosure of Lobbying Activities", in accordance with its instructions.
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. Debarment, Suspension and Other Responsibility Matters

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67 -

- (a) The applicant certifies that it and its principals:
 - (i) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any federal department or agency;
 - (ii) Have not within a three-year period preceding this application been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (iii) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (a)(ii) of this certification; and
 - (iv) Have not within a three-year period preceding this application had one or more public transactions (Federal, State or local) terminated for cause or default.
- (b) Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. Drug Free Workplace

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, as defined at 28 CFR Part 67 Sections 67.615 and 67.620 -

- (a) The applicant certifies that it will or will continue to provide a drug-free workplace by:
 - (i) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the subgrantee's workplace and specifying the actions that will



**Lobbying, Debarment
and Drug Free Workplace
Certification**

Upon completion, mail a copy of this form to:
Florida Department of Law Enforcement
Office of Criminal Justice Grants
P.O. Box 1489
Tallahassee, FL 32302-1489

be taken against employees for violation of such prohibition;

- (ii) Establishing an on-going drug-free awareness program to inform employees about --
 - (1) The dangers of drug abuse in the workplace;
 - (2) The subgrantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
 - (iii) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (i);
 - (iv) Notifying the employee in the statement required by paragraph (i) that, as a condition of employment under the grant, the employee will --
 - (1) Abide by the terms of this statement; and
 - (2) Notify the employer in writing of his or her conviction for a violation of criminal drug statute occurring in the workplace no later than five (5) calendar days after the conviction.
 - (v) Notifying the agency, in writing, within ten (10) calendar days after receiving notice under subparagraph (iv)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice including position title to: Florida Department of Law Enforcement, Office of Criminal Justice Grants, P.O. Box 1489, Tallahassee, FL 32302-1489. Notice shall include the identification number(s) of each affected grant.
 - (vi) Taking one of the following actions within thirty (30) calendar days of receiving notice under subparagraph (iv)(2), with respect to any employee who is convicted --
 - (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - (2) Requiring such employee to participate in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency.
 - (vii) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (i) through (vi).
- (b) The subgrantee may insert in the space provided below the site(s) for the performance or work done in connection with

As the duly authorized representative of the applicant, I hereby certify that applicant will comply with the following certifications:

- Certification Regarding Lobbying (required for applications over \$100,000)
- Certification Regarding Debarment, Suspension and Other Responsibility Matters (required for all applicants)
- Certification Regarding Drug-Free Workplace (required for state agency applications)

Subrecipient: ALPHA House of Models

Printed Name: Jennifer Strick

Signature: J Strick

Title: Executive Director

Date: 10/24/19

ATTACHMENT 1: PROJECT SUMMARY

Subrecipient Name	Award Amount	Project Description
Alpha House of Pinellas, Inc.	\$31,500.00	Alpha House will provide housing, counseling, and case management services to teen/young mothers with a focus on breaking the cycle of child abuse and transitioning mothers into stable housing.

ATTACHMENT 2:
APPLICATION, BUDGET,
AND NOTICE OF AWARD

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 1: Administration

Subgrant Recipient

Organization Name: Pinellas County Board of Commissioners

County: Pinellas

Chief Official

Name: Karen Seel

Title: Chairperson

Address: 315 Court Street

City: Clearwater

State: FL **Zip:** 33756-5165

Phone: 727-464-3278 **Ext:**

Fax:

Email: kseel@pinellascounty.org

Chief Financial Officer

Name: Ken Burke

Title: Clerk of the Court

Address: 315 Court Street

City: Clearwater

State: FL **Zip:** 33756-5165

Phone: 727-464-3341 **Ext:**

Fax: 727-464-3341

Email: kburke@pinellascounty.org

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 1: Administration

Implementing Agency

Organization Name: Pinellas County Human Services

County: Pinellas

Chief Official

Name: Daisy Rodriguez

Title: Director

Address: 440 Court Street
2nd Floor

City: Clearwater

State: FL **Zip:** 33756-5139

Phone: 727-453-7441 **Ext:**

Fax:

Email: darodriguez@co.pinellas.fl.us

Project Director

Name: Gabriela Piloseno

Title: Justice Programs Analyst

Address: Justice Coordination
440 Court Street

City: Clearwater

State: FL **Zip:** 33756-5139

Phone: 727-453-7503 **Ext:**

Fax:

Email: gpiloseno@pinellascounty.org

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 1: Administration

Section Questions:

Question: Does your jurisdiction have any laws, policies, or practices related to whether, when, or how employees may communicate with the Department of Homeland Security (DHS) or Immigration and Customs Enforcement (ICE)?

Answer: No

Question: Is your jurisdiction subject to any laws from a superior political entity (e.g., a state law that binds a city) that meet the description in question 1?

Answer: Yes

Question: If yes to either #1 or #2, describe each practice AND provide a copy of each law or policy to criminaljustice@fdle.state.fl.us.

Answer: The law put in place under SB 168 (2019) prohibits state and local governmental entities and their employees from impeding or restricting law enforcement cooperation with a federal immigration agency.

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 2: Project Overview

General Project Information

Project Title: ALPHA HOUSE - CHILD ABUSE PREVENTION
Subgrant Recipient: Pinellas County Board of Commissioners
Implementing Agency: Pinellas County Human Services
Project Start Date: 10/1/2019 **End Date:** 9/30/2020

Problem Identification

Research has shown that homelessness and teen pregnancy are directly linked with previous physical, sexual and/or emotional abuse. Pinellas County ranks 5th highest in the state for number of forcible sex and domestic violence offenses and has the 4th highest rate of homelessness in the state. On any given night, there are more than 6,800 homeless children, families and adults in Pinellas County. This number includes pregnant teens/young women who are often fleeing abuse.

The tragic cycle of abuse is, in part, one of learned behavior. Abused children are 25 percent more likely to experience teen pregnancy and as many as one-third of people who reported being abused as a child or teenager will impose corporal punishment on their own children later in life. In Florida, 1 in 5 children was reported to the Florida Abuse Hotline at least once within 60 months of birth. Among Alpha House clients, 100 percent of the teens and young mothers who enter the program are victims or survivors of abuse.

Once homeless, there are few safety nets available for pregnant teens and young women in Pinellas County. Many of these women remain on the ALPHA House waiting list as beds stay empty due to a lack of County funding availability for Child Abuse Prevention services. Not having access to services and support can have devastating consequences for these women, including substance abuse, unsafe sexual practices, mental health issues, and repeated abuse.

ALPHA House's mission is to take these young women off the streets, counsel them, build their confidence, and help them be good mothers to their children. This is how the cycle of abuse and homelessness is broken.

This request is a continuation of project 2019-JAGC-PINE-7-N2-075, which was awarded for the project period 10/1/17-6/30/19 in the amount of \$10,000. In 2018, ALPHA House served 46 clients and decreased reports to the child abuse hotline among participants by 96 percent.

Pinellas County is currently unable to meet the financial burdens of funding Alpha House Child Abuse Prevention within general revenue. Pinellas County has no available funding that can be appropriated for this purpose.

Project Summary (Scope of Work)

Pinellas County will use grant funds to support child abuse prevention services for homeless, pregnant teens and young women who reside at Alpha House and are participating in the program.

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Deliverable: Pinellas County is requesting to subaward funds to the non-profit entity Alpha House of Pinellas County, Inc. (DUNS #: 794064159) to provide individual counseling, group therapy, and case management services for homeless, pregnant young women and teens. Alpha House will be responsible for all housing and treatment services and tracking of clients. Documentation of deliverables performed by Alpha House will be maintained by Pinellas County and made available upon request. Example documentation includes but is not limited to performance reports and/or billing documentation. A provider not fulfilling obligations to clients will not be reimbursed.

This provider was selected through a competitive funding request to Pinellas County Justice Coordination and was reviewed by the Substance Abuse Advisory Board (SAAB) Review Committee on May 8, 2019. The Review Committee's recommendations were approved by the full SAAB on May 10, 2019 and were approved by the Pinellas County Board of County Commissioners on July 23, 2019.

The Pinellas Board of County Commissioners(BOCC) has a recurring timeline set to accomplish its goals providing timely identification of positive, developmentally appropriate parent-child interactions, with a focus on strengthening the parent-child attachment, early childhood social/emotional developmental needs and early childhood development. Case management, substance abuse prevention, counseling, community outreach, early intervention, prevention and life skills education are provided through-out the grant period. The major activities associated with reaching the goals as outlined are the identification of candidates in the target population and registration of those candidates followed by continued growth of the effectiveness of the program using effective and proven techniques. Through implementation of these objectives, the Pinellas BOCC is seeking to reduce the number of reported in-house abuse calls by our staff during the project year by 96%.

All activities discussed in the scope of work or project deliverables are for the local government and implementing agency identified on this award unless noted otherwise.

Pinellas Board of County Commissioners will use grant funds to provide contractual services. Deliverables will be completed in accordance with the contractual agreements between the Pinellas Board of County Commissioners and their local vendor/providers.

Documentation of deliverables performed by the subrecipient and their local contractors/providers must be maintained by the subrecipient and made available for monitoring. Example documentation for services include, but are not limited to client activity logs, participant sign in sheets, billing documentation, travel vouchers, proof of payment etc.

Documentation and minimum performance required for drawdown of funds includes the completion of at least one activity described in the scope of work above as attested on the financial expenditure/claim report.

Pinellas County will request reimbursement of allowable costs identified on a quarterly basis.

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 2: Project Overview

Section Questions:

- Question: What percentage of the total cost of this project is being funded by sources other than this award?
Answer: 48
- Question: What is the name of the jurisdiction(s) your agency provides service to. (e.g., City of Miami, Orange County, State of Florida)
Answer: Pinellas County
- Question: What is the address of the location being used to provide services for this project?
Answer: 701 5th Avenue North, St. Petersburg, FL 33701
- Question: Describe your agency. (e.g., non-profit, community based, government)
Answer: Government
- Question: Have you verified that the subgrantee has an active and current registration in SAM.gov?
Answer: Yes
- Question: What is the Operating Capital Outlay threshold used by the subgrantee? If the implementing agency is a sheriff's office, indicate the sheriff's office's threshold instead.
Answer: \$1,000
- Question: Does the subgrantee receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?
Answer: No
- Question: Does the implementing agency receive a single grant in the amount of \$750,000 or more from the U.S. Department of Justice?
Answer: No
- Question: In your organization's preceding completed fiscal year, did your organization (the subgrantee) receive at least (a) 80 percent or (b) \$25,000,000 of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?
Answer: No
- Question: If you answered yes above, does the public have access to information about the compensation of the executives in your organization (the subgrantee) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986? If answer to Part 1, above, was "no," answer N/A.
Answer: No
- Question: What is the combined population of the jurisdiction(s) your agency provides services to (according to the 2010 census)?
Answer: 916542

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 3: Performance

General Performance Info:

Performance Reporting Frequency: Quarterly

Prime Purpose Area: 03 - Crime Prevention (Non law-enforcement agencies only)

State Purpose Area: 1G - General Questions

Objectives and Measures

Objective: General Questions - General Questions for All Recipients

Measure: General 01

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

Goal: No

Measure: General 02

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

Goal: No

Measure: General 03

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

Goal: No

Measure: General 04

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

Goal: No

Measure: General 05

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

Goal: No

Measure: General 06

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 3: Performance

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

Goal: No

Measure: General 07

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

Goal: Unsure.

Measure: General 08

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

Goal: Unsure/don't know.

Measure: General 09

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

Goal: Attending Community Meetings: Biannual Substance Abuse Advisory Board Meetings. Other meetings as appropriate. Attending community events as appropriate.

Measure: General 10

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

Goal: N/A

Measure: General 11

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 3: Performance

- Identify the goal(s) you hope to achieve with your funding. If you have multiple goals, describe each goal separately.
- Goal:** Goal 1: Reduce the number of reported "in-house" abuse calls during the project year by 96%.
- Goal 2: To serve 45 clients.
- Measure:** General 12
Are the subrecipient and implementing agency aware that they will be required to report on the status of the identified goals during each reporting period?
- Goal:** Yes.
- Measure:** General 13
Describe any barriers you may encounter which may prevent you from achieving your identified goal(s).
- Goal:** Family and friends of residents may negatively impact their progress. Reaching and educating the community at large about child abuse and how to break the cycle of child abuse will also be a challenge.
- Measure:** General 14
Are you aware that the Office of Criminal Justice Grants encourages recipients to report on any noteworthy accomplishments, success stories, or program results that they would like to showcase?
- Goal:** Yes.
- Measure:** General 11b
What major activities are planned for each of your goals listed in question 11?
- Goal:** Alpha House will provide individual-based case management and targeted counseling to assist residents. The program will also use intake and discharge surveys to improve program quality and effectiveness.

State Purpose Area: 5C - Consultants/Contracts

Objectives and Measures

Objective: Consultants/Contracts - Questions for all recipients using consultants/contracts.

Measure: Consultants1

Please describe what consultants/contracts will be paid for with JAG funds during the grant period. Include names, titles and areas of expertise where applicable.

Goal: Pinellas County will contract with Alpha House to provide case management, individual counseling, and therapeutic group services to program participants.

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 3: Performance

Pinellas County will contract with Alpha House to provide case management, individual counseling, and therapeutic group services to program participants.

State Purpose Area: R25 - Questions for recipients of an award \$25,000 or more.

Objectives and Measures

Objective: CP General - Crime prevention questions for recipients of an award \$25,000 or more.

Measure: CP01

How many total employees do you currently have on staff? Please count both full- and part-time employees.

Goal: 92

Measure: CP02

Of your total employees, how many are funded by JAG, fully or partially, during the reporting period?

Goal: 1

Objective: CP Program - Program specific crime prevention questions for recipients of an award \$25,000 or more.

Measure: CP03

Will you have a specific crime prevention program which is partially or fully funded by JAG? If yes, what is the name of this program? (Programs are considered continuous initiatives, processes, or other focused efforts defined by goals and objectives.) If you are operating more than one program, include the names of each one.

Goal: Yes - Alpha House Child Abuse Prevention

Measure: CP04

If you will operate a crime prevention program with JAG funds during the reporting period, what was the initiation year of that program, regardless of when it received JAG funding? If you will operate more than one program, answer for each separately.

Goal: 1979

Measure: CP05

If you will operate a crime prevention program with JAG funds during the grant period, what percentage of the program's total costs will be paid for with sources other than this JAG award? If you will operate more than one program, answer for each separately.

Goal: 48%

Measure: CP06

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Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 3: Performance

Are you or a partner planning or conducting an evaluation of your crime prevention program? If you are operating more than one program, answer for each separately.

Goal: No.

Measure: CP07

If you or a partner are planning to conduct an evaluation of your crime prevention program, are you aware that you will be required to report on the status of that evaluation?

Goal: N/A

Measure: CP08

If you will operate a crime prevention program with JAG funds during the grant period, which of the following violent crime/problems will it focus on? If you will operate more than one program, answer for each separately. Choose all that apply from among the following list: All violent crime in the jurisdiction, Homicide, Human Trafficking, Domestic Violence, Child Abuse, Child Pornography and Exploitation, Sexual Assault, Terrorism, None of the above.

Goal: Child Abuse, Domestic Violence

Measure: CP09

If you will operate a crime prevention program with JAG funds during the grant period, which of the following property crime/problems will it focus on? If you will operate more than one program, answer for each separately. Choose all that apply from among the following list: All Property Crime in the Jurisdiction, Auto theft, Burglary.

Goal: N/A

Measure: CP10

If you will operate a crime prevention program with JAG funds during the grant period, which of the following societal crimes/problems will it focus on? If you will operate more than one program, answer for each separately. Choose all that apply from among the following list: Drug crime, Prescription drug crime, Disorder/quality-of-life incidents, Prostitution, Cybercrime, White-collar crime, Healthcare fraud, Status offenses (truancy, underage drinking, etc.), None of the above.

Goal: None of the above.

Measure: CP11

If you will operate a crime prevention program with JAG funds during the grant period, which of the following general crime/problems will it focus on? If you will operate more than one program, answer for each separately. Choose all that apply from among the following list: All crime in the jurisdiction, Hate crime, Gun Crime, Traffic violations/crashes, Other (please describe)

Application for Funding Assistance

Florida Department of Law Enforcement
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Section 3: Performance

Goal: Other: All child abuse crime in the jurisdiction.

Measure: CP12

If you will operate a crime prevention program with JAG funds during the grant period, what is the primary target area of that program? If you will operate more than one program, answer for each separately. Choose from the following list: Specific landmark or place (mall, park, theater), hot spots (a number of blocks or street segments that have been identified as containing a majority of the jurisdiction's problem), entire jurisdiction, multi-jurisdictional/cross jurisdictional.

Goal: Entire jurisdiction.

Measure: CP13

If you will operate a crime prevention program with JAG funds during the grant period, what is the relative age of the population that is the focus of your program? If you will operate more than one program, answer for each separately. Choose all that apply from the following list: Prekindergarten youth, Elementary school students, Middle school students, High school students, Young adults (ages 18-25), Adults ages 26-64, Adults ages 65 and older, Other (please explain)

Goal: Other: Alpha House does not have specified age criteria, but typically young adult women (ages 18-25), and adults ages 26-64.

Measure: CP14

If you will operate a crime prevention program with JAG funds during the grant period, what population does your program focus on? If you will operate more than one program, answer for each separately. Choose all that apply from the following list: At-risk youth, children of incarcerated/justice-involved parents, drug-endangered children, Persons at risk for mental illness, Persons at risk for substance abuse, All victims, Other (please describe).

Goal: Other: Homeless pregnant women and babies.

Measure: CP15

If you will operate a crime prevention program with JAG funds during the grant period, will you provide situational crime prevention and crime prevention through environmental design strategies as part of that program? (approaches that change the perceived opportunities for a crime, so the offender will believe the crime is more difficult, has more risk, or provides less rewards, for example, access control to parking lots or improved lighting on a walkway) If you will operate more than one program, answer for each separately.

Goal: No.

Measure: CP16

If you will operate a crime prevention program with JAG funds during the

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 3: Performance

grant period, will you provide youth development services as part of that program? (programs that promote positive behaviors and decrease negative behavior in youth, for example, any of the blueprints programs.) Describe the services provided. If you will operate more than one program, answer for each separately.

Goal: No.

Measure: CP17

If you will operate a crime prevention program with JAG funds during the grant period, will you provide crime awareness services as part of that program? (programs aimed at increasing the awareness of a crime problem including solutions to prevent crime, for example a lock it or lose it program.) Describe the services provided. If you will operate more than one program, answer for each separately.

Goal: No.

Measure: CP18

If you will operate a crime prevention program with JAG funds during the grant period, will you provide increased personal safety services as part of that program? (programs that provide instruction on increasing personal safety, for example, a Rape Aggression Defense (RAD) class.) Describe the services provided. If you will operate more than one program, answer for each separately.

Goal: No.

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 4: Financial

General Financial Info:

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

Financial Reporting Frequency for this Subgrant: Quarterly

Is the subgrantee a state agency?: No

FLAIR / Vendor Number: 596000800

Budget:

Budget Category	Prime	Match	Total
Salaries and Benefits	\$0.00	\$0.00	\$0.00
Contractual Services	\$31,500.00	\$0.00	\$31,500.00
Expenses	\$0.00	\$0.00	\$0.00
Operating Capital Outlay	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
-- Totals --	\$31,500.00	\$0.00	\$31,500.00
Percentage	100.0	0.0	100.0

Project Generated Income:

Will the project earn project generated income (PGI)? No

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 4: Financial (cont.)

Budget Narrative:

CONTRACTUAL SERVICES:

Alpha House of Pinellas County, Inc. - \$31,500

All amounts and calculations below are approximates and estimates based on information available at the time of application.

1 unit = one hour session

Individual Counseling - \$32.20 per one hour session

Each resident receives one hour of counseling per week (at minimum) by a master's level counselor. This service encourages personal growth and insight to assist residents in obtaining and maintaining self-sufficiency.

Therapeutic Groups - \$32.20 per one hour session

Each resident receives (at minimum) one hour of therapeutic group counseling per week by a master's level counselor. Therapeutic group topics include but are not limited to self-esteem, trauma/domestic violence, anger management, stress management, healthy relationships, and communication skills.

Case Management - \$32.20 per one hour session

Each resident is assigned a bachelor's level Case Manager that assists them with linkage to educational programs, medical care, WIC, Food Stamps, cash assistance and any other needed services.

The funds from this grant will cover approximately 52% of the total project cost (\$60,491) and fund approximately 978.261 units (\$31,500 total grant/\$32.20 per unit cost = 978.261).

Pinellas County and/or the provider will be responsible for amounts exceeding the grant allocation. No cash match is required.

Application for Funding Assistance

Florida Department of Law Enforcement
Justice Assistance Grant - County-wide

Section 4: Financial

Section Questions:

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

Answer: No

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

Answer: N/A

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

Answer: N/A

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

Answer: Unit costs for each service as defined in the budget narrative were established in 2017.

The unit cost plan was re-approved by the Substance Abuse Advisory Board on May 10, 2019.

Edward Byrne Memorial Justice Assistance Grant (JAG) Program

ACCEPTANCE OF FEDERAL FUNDING ASSISTANCE

Subrecipient: Pinellas County Board of Commissioners

Subgrant Number: 2020-JAGC-PINE-6-Y5-017

Project Title: ALPHA HOUSE - CHILD ABUSE PREVENTION

Pass-through Entity: Florida Department of Law Enforcement

This award is subject to all applicable rules, regulations, and conditions, as contained in the Department of Justice Grants Financial Guide, and the Office of Management and Budget Uniform Grant Requirements (2 C.F.R. Part 200). This award is also subject to the incorporated standard and special conditions, and such further rules, regulations, and policies as may be reasonably prescribed by the State or Federal Government.

In witness whereof, the parties affirm they each have read and understand the conditions set forth in this agreement, have read and understand the agreement in its entirety, and accept this agreement through the signature of their duly authorized officers on the date, month, and year set out below.

Pinellas County Board of Commissioners
Authorizing Official (Commission Chairperson, Mayor, or Designated Representative)


Signature

10/1/19
Date

Daisy Rodriguez, Director of Human Services
Printed Name and Title

Pinellas County Human Services
Authorizing Official (Official, Administrator, or Designated Representative)


Signature

10/3/19
Date


Deborah Berry, Operations Manager
Printed Name and Title

Florida Department of Law Enforcement
Office of Criminal Justice Grants


Signature

10/4/2019
Date

Rona Kay Cradit, Bureau Chief
Printed Name and Title

APPROVED AS TO FORM
OFFICE OF COUNTY ATTORNEY

Attorney

PROJECT BUDGET

CONTRACTUAL SERVICES:

Alpha House of Pinellas County, Inc. - \$31,500

Individual Counseling - \$32.20 per one hour session

- Each resident receives one hour of counseling per week (at minimum) by a master's level counselor. This service encourages personal growth and insight to assist residents in obtaining and maintaining self-sufficiency.

Therapeutic Groups - \$32.20 per one hour session

- Each resident receives (at minimum) one hour of therapeutic group counseling per week by a master's level counselor. Therapeutic group topics include but are not limited to self-esteem, trauma/domestic violence, anger management, stress management, healthy relationships, and communication skills.

Case Management - \$32.20 per one hour session

- Each resident is assigned a bachelor's level Case Manager that assists them with linkage to educational programs, medical care, WIC, Food Stamps, cash assistance and any other needed services.

The funds from this grant will cover approximately 52% of the total project cost (\$60,491). No cash match is required.

NOTICE OF AWARD

**EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT-COUNTYWIDE
(JAG-C) RECOMMENDATIONS FOR FUNDING
FEDERAL FISCAL YEAR 2018-2019
AVAILABLE FUNDS: \$276,412**

Agency	Project Title	Amount
Alpha House	Child Abuse Prevention	\$31,500.00
City of Clearwater	Clearwater Police Dept. Field Identification Project	\$8,500.00
MORE Health	Firearm Safety & Violence Prevention Project	\$25,000.00
Pinellas County Sheriff 's Office	Sexual Predator & Offender Tracking (SPOT) Unit Deputy	\$105,000.00
City of Pinellas Park	Pinellas Park Police Dept. Law Enforcement Equipment	\$10,921.00
Suncoast Center	Forensic Focused Outreach	\$35,000.00
Treasure Island Police Dept.	"Are You Ok?" Program	\$1,350.00
WestCare	Mustard Seed Inn Case Management	\$31,500.00
Justice Coordination	JAG Planning Grant	\$27,641.00
TOTAL:		\$276,412.00