

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: Charlie Justice

Title: Chairman

Address: 315 Court Street
#501

City: Clearwater

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

Phone: 727-464-3022 **Ext:**

Fax:

Email: cjustice@pinellascounty.org

Chief Financial Officer

Name: Ken Burke

Title: Clerk of the Court

Address: 315 Court Street

City: Clearwater

State: FL **Zip:** 33756

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

Fax: 727-464-3341

Email: kburke@pinellascounty.org

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Section 1: Administration

Implementing Agency

Organization Name: Pinellas County Human Services

County: Pinellas

Chief Official

Name: Lourdes Benedict

Title: Director

Address: 440 Court Street
2nd Floor

City: Clearwater

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

Phone: 727-464-8417 **Ext:**

Fax:

Email: lbenedict@pinellascounty.org

Project Director

Name: Sara Gordils

Title: Justice Programs Analyst

Address: 440 Court Street
Second Floor

City: Clearwater

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

Phone: 727-464-7437 **Ext:**

Fax:

Email: sgordils@pinellascounty.org

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Section 2: Project Overview

General Project Information

Project Title: COMMUNITY PLACEMENT INTAKE SERVICE (CPIS)

Subgrant Recipient: Pinellas County Board of Commissioners

Implementing Agency: Pinellas County Human Services

Project Start Date: 10/1/2016 **End Date:** 9/30/2017

Problem Identification

Experimentation with alcohol and drugs during adolescence is common. Unfortunately, teenagers often don't see the link between their actions today and the consequences for the future. They have a tendency to feel indestructible and immune to the problems that they see others experience (Teens: Alcohol And Other Drugs, 2011). According to the 2015 Florida Youth Substance Abuse Survey, over 14% of middle school students and 34.6% of high school students surveyed reported having used alcohol or some illicit drug within the last 30 days. Nearly 65% of Pinellas High School youth reported that they had used alcohol or illicit drugs sometime in their lifetime. Although these overall percentages have been dropping since the survey began in 2004, there are still a significant number of youth experimenting with drugs and alcohol in our community.

Problem Significance:

Teens don't start using drugs expecting to develop a substance abuse problem, and while most teens probably see their drug use as a casual way to have fun, there are negative effects that are a result of this use and abuse of alcohol and other drugs. The biggest risk of casual drug use can be that it develops into a true addiction. Very few addicts recognize when they have crossed the line from casual use to addiction (TeenDrugAbuse.org/2011).

Alcohol remains the substance most widely used by today's teenagers. Using alcohol at a young age has negative health effects. While some teens will experiment without significant problems, others will develop a dependency, moving on to more dangerous drugs and causing significant harm to themselves and others. It is difficult to know which teens will only experiment and which will continue and develop serious problems (Teens: Alcohol And Other Drugs, 2011). All alcohol use by teens should be regarded as dangerous, not only because of the risk of alcoholism but because teen drinkers put themselves in harm's way. Each year more than 10,000 young people in the United States are killed and 40,000 injured in alcohol-related automobile accidents (Your Adolescent on Alcohol Abuse, 2000).

Needs Assessment:

Most of the youth brought into the Pinellas Juvenile Assessment Center (PJAC) have been exposed to drug use and have had the opportunity to experiment and use drugs. When they are brought to the PJAC, the targeted youth generally have no criminal history, but have begun engaging in substance abuse and "status offenses." Some may be under arrest for the first time. Their time at the PJAC is an excellent opportunity to reach youth with a message of concern and caution on the dangers of drugs and alcohol. Of 917 youth screened by Operation PAR for drugs last year, 522, or 57%, returned positive for marijuana, 2% for amphetamines, 3% for benzodiazepines, 2% for cocaine, and 1% for opiates.

Family Resources' service at the PJAC assesses the needs of the youth and provides

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referrals to services they may need. The Community Intake Placement Specialist also screens youth for entry in to Family Resources' youth shelters and provides referrals and follow up to youth and families in need of intervention services. In the first nine months of 2015-2016 fiscal year, the program has served 54 youth in the Community Placement Intake Service. Of these youth, 36 (67%) were classified as runaway, 4 (7%) had been picked up for ungovernable behavior, 7 (13%) were referred for domestic battery and 7 (13%) had been brought in on other charges.

Project Summary (Scope of Work)

The grant will fund services provided to youth who are brought to the Pinellas Juvenile Assessment Center (PJAC). Youth are referred to the Community Intake Specialist when the youth is arrested for a status offense (truancy, runaway, ungovernable behavior), does not fit detention criteria, or is in need of shelter.

Units to be billed to the grant include: case management provided to youth and families, youth screenings for residential shelter, substance abuse assessment, client intake, parental contact, and client follow-up services.

The Community Placement Intake Service project is located at the PJAC. This service provides law enforcement and youth with quick and efficient access to needed services and shelter in one location. Law enforcement can transport runaways, lockouts, unsupervised youth, truants, domestic violence offenders and other misdemeanor offenders who do not meet the criteria for detention to one location (PJAC), and know that a staff person will be available to assess youth for necessary services. The Intake Specialist will interview each youth to determine what services are needed. If services are not available through those provided by Family Resources, referrals will be made.

Many of the youth brought into the PJAC have substance abuse issues. A screening and assessment tool is essential to collect information on substance abuse history. Thorough assessments are administered by the Intake Specialist to determine a need for substance abuse treatment, residential shelter or referral to other community services such as Operation PAR, West Care, Suncoast Center for Community Mental Health and Directions.

When appropriate, the Intake Specialist will provide community referrals for services including counseling and substance abuse treatment. The youth is interviewed to determine the existence of physical and sexual abuse and substance abuse related issues. If physical/sexual abuse indicators are present, Family Resources is a mandatory reporting agency and as such will complete an abuse report and will provide the youth a safe alternative to returning home. Without the Family Resources' Intake Specialist presence at PJAC, well over one hundred youth would not be connected to the proper front-end services they need. Furthermore, the program reduces burden on law enforcement to address the needs of youth offenders.

The grant will fund units of case management to youth and families, youth screenings for residential shelter, substance abuse assessment, intake, parent contact, and follow-up.

Deliverables will include detailed billing reports outlining which unit cost categories were assigned to individuals and the total number of units per service used. For the protection of the children's identities, only initials will be provided to represent participants.

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This program is not a new service but is a continuation of a previously grant funded project. The program has not encountered any obstacles during this service this year.

Family Resources is licensed through DCF in accordance with Chapter 397, Florida Statutes, to provide Prevention Level 2 Services.

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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: 7

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: 14500 49th Street North Suite 135
Clearwater, FL 33762

Question: Describe your agency. (e.g., non-profit, community based, government)

Answer: government contracting with non-profit

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: n/a

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

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Section 3: Performance

General Performance Info:

Performance Reporting Frequency: Quarterly

Federal 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 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

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

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

Goal: No

Measure: General 08

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

Goal: None of the Above/Unsure

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: Bi-Annual Substance Abuse Advisory Board Meeting; PJAC Advisory Board; PJAC Partners Meeting; Department of Juvenile Justice Advisory Board; Sixth Judicial Circuit Coordinator's Meeting.

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

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

Goal: The short-term goal of the program will be to provide youth with appropriate assessment to prevent them from becoming further involved in the juvenile justice system.

The long-term goal will be to provide youth in Pinellas County with services that enable them to access resources and community programs that meet

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Section 3: Performance

their needs and the needs of their families.

Goal that 73% of youth processed through program will not be involved in the juvenile justice system 180 days after being processed.

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 community support of juvenile being placed in services referred to by Intake Specialist.

Juvenile refusing referred services.

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 15

What major activities are planned for each of your goals listed in question 12?

Goal: Providing individualized case plans to encourage clients to follow the plans and follow-ups to discourage recidivism.

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: The grant will fund units of the following services to juveniles: case management, youth screenings for residential shelter, substance abuse assessment, intake services, parent contact, and follow-up with the juvenile and their parent(s).

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The grant will fund units of the following services to juveniles: case management, youth screenings for residential shelter, substance abuse assessment, intake services, parent contact, and follow-up with the juvenile and their parent(s).

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: 131

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, Community Placement Intake Services.

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: 1996

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: All but 7% of the Community Placement Intake Services program will be funded by this JAG award.

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All but 7% of the Community Placement Intake Services program will be funded by this JAG award.

Measure: CP06

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: Human Trafficking; 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: Status Offenses

Measure: CP11

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

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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)

Goal: all youth 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: Middle School Students & High School Students

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: At Risk Youth

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.

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Goal: No

Measure: CP16

If you will operate a crime prevention program with JAG funds during the 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, but youth may be referred to such programs.

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

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Section 4: Financial

General Financial Info:

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

Financial Reporting Frequency for this Subgrant: Quarterly

Is the subgrantee a state agency?: No

FLAIR / Vendor Number: 596000800

Budget:

Budget Category	Federal	Match	Total
Salaries and Benefits	\$0.00	\$0.00	\$0.00
Contractual Services	\$40,620.00	\$0.00	\$40,620.00
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 --	\$40,620.00	\$0.00	\$40,620.00
Percentage	100.0	0.0	100.0

Project Generated Income:

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

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Section 4: Financial (cont.)

Budget Narrative:

Contractual Services:

Service Units = 1 Unit of Service

Grant will fund 839.083 Units of Services at a cost of \$48.41 per Unit. Units may be expended in any combination and amount of Unit types until all funds have been used.

Total Program Costs: \$43,714

Total Program Units: 903

Grant Award Budget: \$40,620

Grant Funded Units: 839.083

TOTAL PROGRAM UNITS & COST

Total Project = Cost Total Service Units x Unit Cost

\$43,714 = 903 Units x \$48.41

GRANT AWARD BUDGET & UNITS

Grant Budget = Grant Funded Units x Unit Cost

\$40,620 = 839.083 Units x \$48.41

Total Service Units for Project:

88 Screening Units

87 Assessment Units

44 Intake Units

34 Parental Contact Units

484 Case Management Units

166 Follow-up Units

903 Total Units for Project

Total Program Costs

Project Salaries: \$40,264

Expenses: \$3,453

Total Project Cost: \$43,717

Family Resources will provide the outstanding \$3,097 remaining to fully fund the Community Placement Intake Services project.

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Section 4: Financial

Section Questions:

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

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 Cost = \$48.41

Unit Cost Established 8/8/2016

Project Salaries: \$40,264
Expenses: \$3,453
Total Project Cost: \$43,717

Total Project Units: 903

Unit Cost = Total Project Cost/Total Project Units

\$48.41 = \$43,717 / 903 Units

Salaries And Benefits

This project includes a full-time Bachelor's level Intake Specialist to provide screenings and referral services.

\$35,344 - Salary
\$4,920 - Benefits
\$2,704 - FICA
\$424 - Worker's Comp
\$212 - Unemployment Comp
\$840 - Wellness Benefit
\$740 - Retirement

EXPENSES

\$90 - Audit Fees
\$325 - Information Technology
\$100 - Mileage- Local Travel
\$38 - Office Supplies
\$103 - Computer Software
\$33 - Copy & Printing
\$271 - Property/Liability Insurance

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\$35 - Public Information Materials
\$1632 - Telephone Sevices
\$826 - Internet

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Section 5: Standard Conditions

Insert Standard Conditions Page here.

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Section 6: Signatures

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

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

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

Signature: _____

Typed Name and Title: _____

Date: _____

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

Typed Name of Subgrant Recipient: _____

Signature: _____

Typed Name and Title: _____

Date: _____

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

Typed Name of Implementing Agency: _____

Signature: _____

Typed Name and Title: _____

Date: _____

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Section 7: Certifications and Authorizations

Insert Certifications and Authorizations here.